Saskatchewan
Labour

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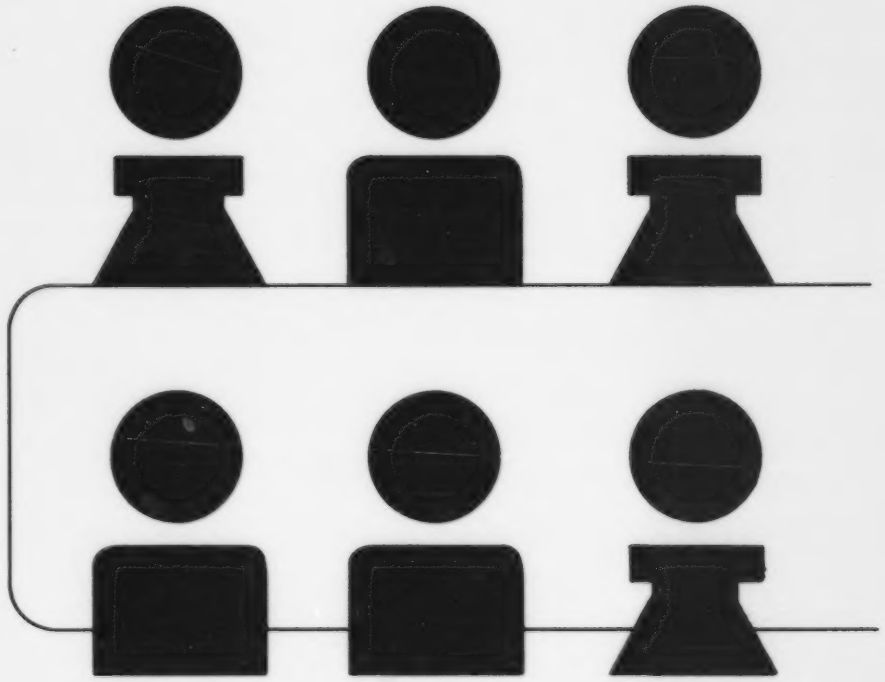
Non-Wage Provisions in Saskatchewan Collective Agreements, 1985



Saskatchewan

Non-Wage Provisions in Saskatchewan Collective Agreements 1985

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Foreword

This thirteenth annual publication provides current information on the non-wage provisions of collective agreements which fall under provincial jurisdiction. The study is based on agreements which were received in 1984 and early 1985.

Although the analysis primarily attempts to accommodate employer and labour negotiators by providing more informed bargaining criteria, it is also of interest to those concerned with the scope of provincial industrial relations.

We hope that users view this report as timely, complete, consistent, unbiased and authoritative. We therefore welcome suggestions from users in order to provide the most complete and useful information possible.

We appreciate the co-operation of labour and employer representatives in supplying agreements and other information used in the study. We also extend our thanks to the staff of Systems Division of Saskatchewan Supply and Services for their technical expertise in the development and maintenance of the computer programs used to produce this study.

Introduction

This annual publication analyzes selected non-wage provisions in collective agreements in the province which are filed with Saskatchewan Labour under the terms of The Trade Union Act.

The main body of the report is divided into 16 major provision sections. The data tables in each section are preceded by an analysis of highlights and trends for that section.

The data tables in the study present the information in two ways - the number and per cent of agreements containing each provision and the number and per cent of employees covered by the provision analysed. The employee-based analysis is usually the more accurate indicator of prevailing employment practices and working conditions.

Information on wages in the province, which is based on an annual survey of both union and non-union establishments, is available in another annual Saskatchewan Labour publication, Wages and Working Conditions by Occupation.

Inclusions

This year's study analyzes the provisions from a sample of 157 agreements which represents the results of collective bargaining between approximately 160 employers and unions representing 13,816 employees.

The following table summarizes the distribution of all agreements in effect at September 1985 by industry group. The industrial composite includes all types of industries with the exception of those mentioned under "exclusions" on the next page.

Table 1

Agreements in Effect in Saskatchewan, September 1985 by Industry Group

Major industry group*	Agreements Number	Agreements %	Full-time employees Number	Full-time employees %
Agriculture, fishing, trapping, logging & forestry	3	0.5%	236	0.3%
Mining, milling, quarrying & oil well	18	3.3	3,419	4.9
Manufacturing	147	26.6	7,514	10.8
Transportation & storage	13	2.4	377	0.5
Communications & other utilities	7	1.3	6,522	9.4
Wholesale trade	35	6.3	1,412	2.0
Retail trade	45	8.1	2,490	3.6
Finance & insurance	7	1.3	1,655	2.4
Real estate operator & insurance agent	3	0.5	113	0.2
Business service	8	1.5	266	0.4
Government service	66	11.9	18,201	26.1
Educational service	64	11.6	6,811	9.8
Health & social service	82	14.8	19,118	27.5
Accommodation, food & beverage service	14	2.5	963	1.4
Other service	41	7.4	515	0.7
Total	553	100.0	69,612	100.0

*Excludes teacher, construction and federal jurisdiction agreements.
Source: Saskatchewan Labour, Policy Planning and Research current agreement files.

Exclusions

Excluded from the study are construction industry agreements, teacher agreements and agreements covered by the Canada Labour Code.

The exclusion of construction industry agreements has been established practice due to their distinctive provisions.

Teacher collective bargaining is covered by The Education Act and therefore excluded.

Agreements under federal jurisdiction are excluded. These agreements cover the areas of interprovincial and international transportation; radio and

television broadcasting including cablevision; telephone and telegraph systems; air transport and aerodromes; banks; grain elevators; flour and feed mills, feed warehouses, and seed cleaning plants; and certain Crown corporations.

Limitations

a) Time and budget constraints prevent the analyses of all agreements in effect (about 600) or all agreements received within the study time frame. The agreements in this study were randomly selected to produce a stratified sample of approximately one-third of agreement arrivals during 1984 and early 1985. The stratified sample was randomly selected to produce a predetermined distribution by bargaining unit size group. This study's sample was based on the distribution of bargaining units by size group as of July 1984. For example, 60 per cent of the bargaining units in July 1984 had less than 25 employees, therefore, approximately 60 per cent of the sample in 1985 falls in this size group.

b) There are 157 agreements in this study compared to 148 in 1984, 301 in 1983 and 397 in 1982. The smaller sample size in the 1984 and 1985 studies may produce trend discrepancies for some provisions. The observed decreases may be attributable to the reduced sample size. For example, an agreement covering a large number of employees would skew the percentage distribution in their favour.

c) Some of the agreements in the study expired before August 1985. In some cases, new terms have not been negotiated. In most cases, however, renewal agreements had not been forwarded and therefore the system files were not updated.

d) As some clauses are ambiguous or vague, the analysis of an agreement involves a certain degree of judgement and subjectivity. The interpretation the analyst places on the clause may therefore differ from the way in which it is actually applied.

e) Agreements do not always contain references to every condition of employment in the workplace. Benefits not mentioned in agreements may exist in practice. This is particulary evident in the area of health and welfare provisions. Insurance and pension plans often exist without being included or mentioned in the agreements submitted.

f) Agreements occasionally contain provisions which vary during the term of the agreement (eg. length of service for vacation) or vary by type of employee, by occupational classification or by a number of factors. Some fields contain coding options which indicate these variances. Otherwise, the provision affecting an identifiable majority of employees in the unit is coded.

g) Some agreements contain provisions which appear to conflict with labour legislation. These discrepancies would occur, for example, if a contract predates a change in labour standards legislation or if the bargaining parties are unaware of all current legislation.

Table 2

Historical Summary of Significant Provision Trends
1981 - 1985

	Percent of employees				
	1981	1982	1983	1984	1985
Term of agreements:					
- one year	12%	13%	55%	24%	9%
- two years	84	82	43	74	71
- more than 2 years	2	3	1	1	15
Average weekly hours of work:[1]					
Non-office - less than 40 hours	17	31	35	35	32
- 40 hours	82	57	64	64	60
Office - less than 40 hours	55	62	77	73	71
- 40 hours	45	38	25	24	23
Compressed work week	51	60	77	84	65
Paid holidays:					
eleven or more	69	78	87	93	76
Most popular non-legislated holidays:					
- Boxing Day	98	97	99	99	96
- Easter Monday	39	37	44	26	43
- Floating holiday(s)	23	20	38	45	15
Vacation:					
Four weeks					
- less than 10-year service requirement	33	48	51	38	42
Five weeks	92	92	96	96	96
- less than 20-year service requirement	15	26	44	37	67
Six weeks	19	33	88	84	84
More than six weeks	NA	5	4	2	14
COLA clause	70	62	71	2	2
Technological change clause	40	54	59	51	74
Sick leave:					
- Unlimited accumulation of credits	34	31	12	2	17
- Payout of unused credits	45	35	69	65	56
Health and welfare:					
- Long-term disability plan (LTD)	35	41	53	48	62
- Dental plan	18	32	25	26	48
Employer-paid premiums:[2]					
- Life insurance	49	71	81	78	83
- LTD	26	29	18	19	21
- Sickness and accident weekly indemnity	67	77	27	74	11

(continued)

Table 2 (continued)

Historical Summary of Significant Provision Trends
1981 - 1985

	Percent of employees				
	1981	1982	1983	1984	1985
Maternity leave:					
- Less than 12-month service requirement	12	21	70	93	36
- 18-25 weeks' leave	28	27	17	26	39
- 26 weeks' leave	71	70	82	74	61
Equal pay for similar work	38	27	33	42	29
Sexual harrassment clause	NA	NA	5	41	1
Affirmative action clause	NA	19	30	53	19

[1] Includes only the agreements reporting hours of work for the specified type of employee.

[2] Includes only the agreements mentioning plan premiums.

Section 1 Collective Agreement Information

Highlights and Trends

Term of Agreement

The number of employees covered by three-year agreements increased in the 1985 sample compared to 1984 with a corresponding decrease in the number covered by one-year agreements.

Year	Term: One year	Two years	More than two years
		Agreements	
1981	25%	65%	3%
1982	37	54	3
1983	41	49	2
1984	41	53	3
1985	32	54	10
		Employees	
1981	12%	84%	2%
1982	13	82	3
1983	55	43	1
1984	24	74	1
1985	9	71	15

The following table summarizes the terms of all agreements in effect at September 1985.

Term (months)	Agreements* Number	%	Full-time employees Number	%
		All agreements in effect		
12 or less	134	24.2%	4,586	6.6%
13-23	23	4.2	1,532	2.2
24	343	62.0	54,422	78.2
25-36	53	9.6	9,072	13.0
Total	553	100.0	69,612	100.0

*Excludes teacher, construction and federal jurisdiction agreements.
Source: Saskatchewan Labour, Policy Planning and Research Branch.

Size of Bargaining Unit (field 0060)

The following table shows the distribution of all active bargaining units in Saskatchewan by size of unit.

Bargaining unit size*	Bargaining units** Number	%	Full-time employees Number	%
-25	308	55.7%	3,292	4.7%
25-49	71	12.9	2,500	3.6
50-74	46	8.3	2,799	4.0
75-99	19	3.4	1,649	2.4
100-149	24	4.4	2,877	4.1
150-199	19	3.4	3,253	4.7
200-299	19	3.4	4,482	6.4
300-399	13	2.4	4,431	6.4
400-499	3	0.5	1,386	2.0
500 & over	19	3.4	42,943	61.7
Not available	12	2.2	--	--
Total	553	100.0	69,612	100.0

*Includes full-time employees only.
**Excludes teacher, construction and federal jurisdiction agreements.
Source: Saskatchewan Labour, Policy Planning and Research Branch.

More than half the bargaining units in 1985 had fewer than 25 employees and a further 25 per cent had between 25 and 99 employees; therefore, 80 per cent of the bargaining units had fewer than 100 employees. Only 19 or 3.4 per cent of the bargaining units in 1985 covered 42,943 employees or 61.7 per cent of all employees.

When the distribution of the terms of agreement and size of bargaining unit of the sample are compared to the actual distribution of the total number of agreements, the margin of discrepancy is minimal. In other words, the sample is representative of the total.

The following table shows the distribution of bargaining units included in this sample.

FIELD 0060 SIZE OF BARGAINING UNIT

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
1 - 25 EMPLOYEES	96	61.15	1177	8.52
26 - 50 EMPLOYEES	19	12.10	639	4.63
51 - 100 EMPLOYEES	19	12.10	1309	9.47
101 - 200 EMPLOYEES	10	6.37	1394	10.09
201 - 500 EMPLOYEES	9	5.73	3075	22.26
501 - 1000 EMPLOYEES	0	.00	0	.00
1001 - 5000 EMPLOYEES	4	2.55	6222	45.03
MORE THAN 5000 EMPLOYEES	0	.00	0	.00
T O T A L	157	100.00	13816	100.00

Section 2 Management Rights and Union Security

Highlights and Trends

No Strike/No Lockout Clause (field 0180)

The number of employees covered by a no strike/no lockout clause increased from 39 per cent in 1984 to 61 per cent in 1985. The increase is likely due to the 1983 amendment to The Trade Union Act which prohibits strikes or lockouts during the term of an agreement. All clauses incorporate the amendments, however, a few clauses also prevent work stoppages during negotiations for renewal agreements. Some also prohibit slow-downs, working to rule, and strike votes.

FIELD 0100 **MANAGEMENT RIGHTS**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	35	22.29	2845	20.59
MENTIONED, WITHOUT RESIDUAL RIGHTS	76	48.41	6921	50.09
MENTIONED, WITH RESIDUAL RIGHTS	46	29.30	4050	29.31
T O T A L	157	100.00	13816	100.00

FIELD 0120 **TYPE OF SHOP**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	2	1.27	13	.09
UNION SHOP	23	14.65	2574	18.63
MODIFIED UNION SHOP				
-WITHOUT RAND FORMULA CHECKOFF	47	29.94	3853	27.89
-WITH RAND FORMULA CHECKOFF	83	52.87	6968	50.43
OTHER	2	1.27	408	2.95
T O T A L	157	100.00	13816	100.00

FIELD 0140 **CHECK-OFF**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	1	.64	8	.06
COMPULSORY FOR ALL EMPLOYEES IN BARGAINING UNIT (RAND FORMULA)	83	52.87	7659	55.44
COMPULSORY FOR ALL UNION MEMBERS	18	11.46	1647	11.92
VOLUNTARY (EMPLOYEES AUTHORIZATION)	53	33.76	4240	30.69
OTHER	2	1.27	262	1.90
T O T A L	157	100.00	13816	100.00

FIELD 0160 **RIGHT TO REFUSE TO CROSS PICKET LINES, HANDLE HOT CARGO**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	139	88.54	13055	94.49
CROSS PICKET LINES	14	8.92	594	4.30
COMBINATION	4	2.55	167	1.21
T O T A L	157	100.00	13816	100.00

FIELD 0180 **NO-STRIKE/NO LOCK-OUT CLAUSE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	59	37.58	5349	38.72
MENTIONED	98	62.42	8467	61.28
T O T A L	157	100.00	13816	100.00

Section 3 Employee Security

Highlights and Trends

Seniority Provisions, General (fields 1000-1100)

Current seniority-related clauses and particularly those relating to part-time workers, are quite complex. Some of the clauses encountered in 1985 permit the accumulation of seniority rights during layoffs, sick leave or authorized leaves of absence. In some cases, seniority accumulates for a certain period only or for certain leaves only. A few clauses provide for the retention of seniority rights after resignation or discharge if the employee is rehired within a certain specified period of time, usually one to three years.

Seniority on Promotion (field 1020)

In almost all cases (88 per cent of employees), seniority governs in promotions if qualifications are sufficient. Several clauses state that the union has the right to have an observer present during interviews of in-service candidates, and a few clauses state that in-service employees are given preference for out-of-scope promotions. The wage rate of promoted employees in several agreements is at the same step as their previous position.

Seniority on Layoff (field 1040)

Senior employees are customarily retained during reduction of forces provided they can do the work. Some agreements provide for a short qualifying period (usually one week) to allow the senior employee time to learn the job. In most cases, all non-permanent employees must be laid off before permanent employees are laid off. Union executives, committee members, stewards, or skilled employees occasionally have preferred seniority rights for layoff purposes.

Retention of Seniority During Layoff (field 1060)

Half of the employees in the 1985 study retain seniority and recall rights for one year, a significant shift from longer retention periods in the 1984 study.

	Percent of employees		
Maximum retention period	1983	1984	1985
Less than one year	12%	6%	15%
One year	33	25	50
More than one year	32	57	12

The retention period in several agreements is related to length of service. Retention is equal to either the full amount or half the amount of service with a maximum usually specified. In some cases, laid-off employees who are rehired after the maximum retention period has expired are credited with formerly acquired seniority after a specified probationary period.

Bumping Rights (field 1070)

Fewer agreements in the 1985 study provide for bumping rights for senior employees on layoff compared to the 1984 study. In 1985, 22 per cent of agreements covering 55 per cent of employees provide for bumping rights compared to 30 per cent of agreements covering 77 per cent of employees in 1984. A few clauses stipulate choice-selection time limits for employees who intend to bump. These limits may be as long as 45 days but are usually between two to 15 days. In most cases, employees bump in their own job classification, but in some cases, they may bump up or down to any job they are able and qualified to do. Occasionally, they are allowed a qualifying period to learn the new job, usually one week to one month.

Seniority Rights on Permanent Transfer from Bargaining Unit (field 1100)

Almost one-half of the employees covered in the 1985 study have agreements which detail the seniority rights of employees permamently transferred to out-of-scope positions. One-third of the employees with agreements which have this provision retain seniority rights indefinitely, 20 per cent retain rights for a specified period only. Approximately 40 per cent of employees can accumulate seniority rights for either a specified period or indefinitely.

Probationary Period for New Employees (field 1500)

Two-thirds of employees covered in the 1985 study have agreements which provide for probationary periods of 90 days or less, an increase from 47 per cent of employees in the 1984 study. In some agreements studied in 1985, employees have the right to grieve termination during their probationary period or after part of their probationary period is completed. Several agreements state that probationary employees are entitled to all rights and benefits of the agreement.

Notice of Termination (fields 1540, 1550)

Less than half of the employees in the 1985 study (46 per cent) have agreements which mention termination notice, a decrease from 67 per cent of employees in 1984.

Alternate Employment for Older or Handicapped Employees (field 1600)

The percentage of employees covered by this type of clause decreased from 72 per cent in 1984 to 61 per cent in the 1985 study.

Job Protection (field 1660)

The percentage of employees covered by a clause which restricts contracting out increased to 18 per cent in 1985 compared to 10 per cent in 1984. One-fifth of the employees in the 1985 study are also covered by clauses which restrict work by non-bargaining unit employees.

No Discrimination (fields 1700 - 1747)

Most employees in the 1985 study (79 per cent) are covered by agreements with some form of no-discrimination clause. Of the employees covered by this clause, 68 per cent have clauses which prohibit discrimination by reason of union membership and 86 per cent by reason of union activity. Five agreements prevent discrimination for political activity and 11 for sexual orientation.

A. SENIORITY

FIELD 1020 SENIORITY ON PROMOTION

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	14	8.92	314	2.27
GOVERNS WHERE QUALIFICATIONS ARE EQUAL	25	15.92	841	6.09
GOVERNS WHERE QUALIFICATIONS ARE SUFFICIENT	111	70.70	12146	87.91
STRAIGHT SENIORITY	2	1.27	92	.67
CANNOT DETERMINE	1	.64	10	.07
OTHER	4	2.55	413	2.99
T O T A L	157	100.00	13816	100.00

FIELD 1040 SENIORITY ON LAYOFF

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	10	6.37	861	6.23
GOVERNS WHERE QUALIFICATIONS ARE EQUAL	17	10.83	310	2.24
GOVERNS WHERE QUALIFICATIONS ARE SUFFICIENT	96	61.15	8778	63.54
STRAIGHT SENIORITY	27	17.20	3025	21.89
CANNOT DETERMINE	6	3.82	448	3.24
OTHER	1	.64	394	2.85
T O T A L	157	100.00	13816	100.00

FIELD 1060 RETENTION OF SENIORITY DURING LAYOFF

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	26	16.56	1103	7.98
NO MAXIMUM SPECIFIED	4	2.55	458	3.31
6 MONTHS OR LESS	26	16.56	1729	12.51
7-11 MONTHS	10	6.37	394	2.85
1 YEAR	53	33.76	6963	50.40
13 - 23 MONTHS	5	3.18	213	1.54
2 YEARS	15	9.55	1095	7.93
MORE THAN 2 YEARS	1	.64	394	2.85
RELATED TO AMOUNT OF SENIORITY OR LENGTH OF SERVICE	12	7.64	1379	9.98
MENTIONED BUT NOT SPECIFIED	4	2.55	79	.57
OTHER	1	.64	9	.07
T O T A L	157	100.00	13816	100.00

FIELD 1070 BUMPING RIGHTS

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	123	78.34	6202	44.89
MENTIONED	34	21.66	7614	55.11
T O T A L	157	100.00	13816	100.00

FIELD 1080 RECALL PROCEDURE

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	15	9.55	644	4.66
GOVERNS WHERE QUALIFICATIONS ARE EQUAL	10	6.37	213	1.54
GOVERNS WHERE QUALIFICATIONS ARE SUFFICIENT	103	65.61	10303	74.57
STRAIGHT SENIORITY	22	14.01	1009	7.30
CANNOT DETERMINE	6	3.82	1631	11.81
OTHER	1	.64	16	.12
T O T A L	157	100.00	13816	100.00

FIELD 1100 **SENIORITY ON PERMANENT TRANSFER FROM BARGAINING UNIT**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	93	59.24	7677	55.57
SENIORITY LOST	1	.64	10	.07
RETAINED INDEFINITELY	14	8.92	2055	14.87
RETAINED FOR SPECIFIED PERIOD ONLY	23	14.65	1178	8.53
ACCUMULATES INDEFINITELY	4	2.55	557	4.03
ACCUMULATES FOR SPECIFIED PERIOD ONLY	15	9.55	1959	14.18
CANNOT DETERMINE	2	1.27	49	.35
OTHER	5	3.18	331	2.40
T O T A L	157	100.00	13816	100.00

B. JOB PROTECTION & RELATED PROVISIONS

FIELD 1500 **PROBATIONARY PERIOD FOR NEW EMPLOYEES (CALENDAR DAYS)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	4	2.55	62	.45
LESS THAN 60 DAYS	29	18.47	1577	11.41
60 DAYS	23	14.65	1793	12.98
61-89 DAYS	4	2.55	165	1.19
90 DAYS	62	39.49	5766	41.73
91-179 DAYS	4	2.55	58	.42
180 DAYS	15	9.55	1086	7.86
181-365 DAYS	9	5.73	1401	10.14
VARIES BY TYPE OF EMPLOYEE	6	3.82	1514	10.96
OTHER	1	.64	394	2.85
T O T A L	157	100.00	13816	100.00

FIELD 1510 **TRIAL PERIOD AFTER PROMOTION, TRANSFER, RECLASSIFICATION, ETC. (CALENDAR DAYS)**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	55	35.03	1542	11.16
LESS THAN 60 DAYS	32	20.38	1633	11.82
60 DAYS	23	14.65	4424	32.02
61-89 DAYS	1	.64	22	.16
90 DAYS	24	15.29	2765	20.01
91-179 DAYS	1	.64	8	.06
180 DAYS	14	8.92	1791	12.96
181-365 DAYS	1	.64	394	2.85
VARIES BY TYPE OF EMPLOYEE	5	3.18	1227	8.88
OTHER	1	.64	10	.07
T O T A L	157	100.00	13816	100.00

FIELD 1520 **NOTICE OF LAYOFF (WORKING DAYS)**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	44	28.03	2197	15.90
1-5 DAYS	18	11.46	744	5.39
6-19 DAYS	16	10.19	455	3.29
20 DAYS	7	4.46	272	1.97
MORE THAN 20 DAYS	4	2.55	70	.51
VARIES BY LENGTH OF SERVICE:				
-LESS THAN LABOUR STANDARDS	2	1.27	29	.21
-SAME AS LABOUR STANDARDS	48	30.57	3802	27.52
-BETTER THAN LABOUR STANDARDS	12	7.64	6162	44.60
OTHER	6	3.82	85	.62
T O T A L	157	100.00	13816	100.00

FIELD 1540 **NOTICE OF TERMINATION (WORKING DAYS)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	73	46.50	7450	53.92
1-5 DAYS	6	3.82	228	1.65
6-19 DAYS	16	10.19	524	3.79
20 DAYS	7	4.46	1659	12.01
MORE THAN 20 DAYS	2	1.27	33	.24
VARIES BY LENGTH OF SERVICE:				
-LESS THAN LABOUR STANDARDS	1	.64	11	.08
-SAME AS LABOUR STANDARDS	44	28.03	2910	21.06
-BETTER THAN LABOUR STANDARDS	6	3.82	975	7.06
OTHER	2	1.27	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 1550 **PAY IN LIEU OF NOTICE**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	82	52.23	4894	35.42
ON LAYOFF	21	13.38	4546	32.90
ON TERMINATION	9	5.73	1780	12.88
BOTH	44	28.03	2585	18.71
OTHER	1	.64	11	.08
T O T A L	157	100.00	13816	100.00

FIELD 1600 **ALTERNATE EMPLOYMENT FOR OLDER OR HANDICAPPED EMPLOYEES**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	111	70.70	5430	39.30
MENTIONED	46	29.30	8386	60.70
T O T A L	157	100.00	13816	100.00

FIELD 1660 **JOB PROTECTION**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	93	59.24	8559	61.95
RESTRICTIONS ON CONTRACTING OUT	10	6.37	2233	16.16
RESTRICTIONS ON WORK BY NON-BARGAINING UNIT EMPLOYEES	43	27.39	2727	19.74
BOTH	11	7.01	297	2.15
T O T A L	157	100.00	13816	100.00

NO DISCRIMINATION

FIELD 1700 **NO DISCRIMINATION CLAUSE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	34	21.66	2900	20.99
MENTIONED	123	78.34	10916	79.01
T O T A L	157	100.00	13816	100.00

(A) CLAUSE MENTIONS:

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
1710 INTERFERENCE	41	26.11	3808	27.56
1711 RESTRICTION/RESTRAINT	37	23.57	3744	27.10
1712 COERCION	45	28.66	3897	28.21
1713 DISCRIMINATION BY UNION	48	30.57	4752	34.39

(B) WITH RESPECT TO:

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
1715 HIRING	30	19.11	3968	28.72
1716 WAGE RATES	28	17.83	3521	25.48
1717 TRAINING & UPGRADING	27	17.20	3510	25.41
1718 PROMOTION	27	17.20	3512	25.42
1719 TRANSFER	27	17.20	3510	25.41
1720 LAYOFF/RECALL	28	17.83	3520	25.48
1721 DISCIPLINE	26	16.56	3433	24.85
1722 CLASSIFICATION	21	13.38	3317	24.01
1723 DISCHARGE	28	17.83	3513	25.43
1724 "OR OTHERWISE"	27	17.20	3836	27.76
1725 OTHER	14	8.92	1561	11.30

(C) BY REASON OF:

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
1730 AGE	54	34.39	6177	44.71
1731 SEX	75	47.77	8370	60.58
1732 RACE/RACIAL ORIGIN	84	53.50	8618	62.38
1733 CREED	68	43.31	6481	46.91
1734 COLOUR	80	50.96	8543	61.83
1735 NATIONAL ORIGIN/PLACE OF ORIGIN/ANCESTRY	62	39.49	7863	56.91
1736 RELIGION/AFFILIATION	68	43.31	8024	58.08
1737 POLITICAL AFFILIATION/BELIEFS	56	35.67	7464	54.02
1738 POLITICAL ACTIVITY	5	3.18	233	1.69
1739 SEXUAL ORIENTATION	11	7.01	681	4.93
1740 MARITAL STATUS	44	28.03	6858	49.64
1741 FAMILY RELATIONSHIP	11	7.01	665	4.81
1742 PLACE OF RESIDENCE	21	13.38	4392	31.79
1743 PHYSICAL HANDICAP	13	8.28	1942	14.06
1744 MEMBERSHIP IN UNION	85	54.14	7396	53.53
1745 UNION ACTIVITY	81	51.59	9364	67.78
1746 "OR ANY OTHER REASON"	11	7.01	130	.94
1747 OTHER	10	6.37	289	2.09

Section 4 Grievance Procedure

Highlights and Trends

Grievance Procedure (fields 2020 - 2120)

There are a number of noteworthy clauses in the 1985 sample of agreements related to suspension and discharge. For example, "just cause" is described in several agreements. Some state that suspended or discharged employees who are reinstated are reimbursed for time lost less any money earned or benefits collected during the period in question. Numerous agreements mention a retention period for adverse reports or reprimands on an employee's personal file. The time periods vary from nine months to five years with one year being the most popular retention period. In some cases, the retention period varies depending on the type of offence. Generally, the reports become void only if there are no recurrences of the specific infraction or if there are no other infractions.

Arbitration (field 2100)

The table below reveals a shift from tripartite boards to a choice of alternatives.

	Percent of employees				
	1981	1982	1983	1984	1985
Single arbitrator	12%	19%	5%	17%	15%
Tripartite board	64	57	64	55	42
Choice of alternatives	4	7	13	10	38

Specific Arbitrators or Chairperson of Arbitration Board (field 2120)

About 20 per cent of agreements covering 23 per cent of employees in the 1985 sample mention the names of arbitrators or chairperson to be selected.

MAXIMUM DURATION SPECIFIED

FIELD 2020 **A) INITIAL PRESENTATION**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	5	3.18	117	.85
5 DAYS OR LESS	32	20.38	1020	7.38
6-9 DAYS	25	15.92	2821	20.42
10 DAYS	23	14.65	1000	7.24
11-14 DAYS	17	10.83	5358	38.78
15 DAYS OR MORE	14	8.92	704	5.10
NOT SPECIFIED	21	13.38	601	4.35
VARIES BY TYPE OF GRIEVANCE	20	12.74	2195	15.89
T O T A L	157	100.00	13816	100.00

FIELD 2025 **B) TOTAL NUMBER OF STEPS (INCL. INITIAL PRESENTATION & ARBITRATION, IF ANY)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
3 STEPS OR LESS	86	54.78	5177	37.47
4 STEPS	56	35.67	4050	29.31
5 STEPS	15	9.55	4589	33.22
T O T A L	157	100.00	13816	100.00

FIELD 2030 **C) TOTAL TIME SPECIFIED FOR STEPS IN (B)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
LESS THAN 30 DAYS	14	8.92	610	4.42
30-39 DAYS	21	13.38	535	3.87
40-49 DAYS	27	17.20	2490	18.02
50-59 DAYS	22	14.01	1098	7.95
60 OR MORE	65	41.40	8909	64.48
CANNOT DETERMINE	8	5.10	174	1.26
T O T A L	157	100.00	13816	100.00

FIELD 2060 COMPENSATION FOR GRIEVANCE WORK

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	57	36.31	2785	20.16
PAID (NO LOSS IN PAY OR BENEFITS)	92	58.60	10392	75.22
PARTLY PAID	4	2.55	61	.44
CANNOT DETERMINE IF PAID/UNPAID	1	.64	394	2.85
OTHER	3	1.91	184	1.33
T O T A L	157	100.00	13816	100.00

FIELD 2100 ARBITRATION

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	2	1.27	356	2.58
SPECIFIC PROVISION FOR:				
ARBITRATION PROCEEDINGS PER LEGISLATION	23	14.65	347	2.51
SINGLE ARBITRATOR	20	12.74	2134	15.45
ARBITRATION BOARD(TRIPARTITE)	95	60.51	5746	41.59
CHOICE OF ALTERNATIVES	14	8.92	5192	37.58
MENTIONED BUT NOT SPECIFIED	2	1.27	23	.17
OTHER	1	.64	18	.13
T O T A L	157	100.00	13816	100.00

FIELD 2120 SPECIFIC ARBITRATORS OR CHAIRMAN OF ARBITRATION BOARD

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	125	79.62	10654	77.11
NAMED IN AGREEMENT	28	17.83	2898	20.98
LIST MENTIONED, NAME(S) NOT SPECIFIED	4	2.55	264	1.91
T O T A L	157	100.00	13816	100.00

Section 5 Hours of Work

Highlights and Trends

Average Weekly Hours (fields 2540, 2600)

Office employees still work shorter hours, on average, than non-office employees. In the 1985 sample, as in the previous two years, about 60 per cent of agreements report average weekly hours of 40 hours for non-office employees and 32 per cent reported less than 40 hours. The reverse is true for office employees where 23 per cent of agreements report 40 hours and 71 per cent report less than 40 hours. In the above calculations, only agreements which had the specific type of employee were included, i.e. the "not applicable" agreements were excluded.

Compressed Work Week (fields 2640, 2650)

The percentage of employees covered by agreements which provide for compressed work weeks for all or some employees in the bargaining unit decreased in the 1985 study compared to the previous two years.

	Percent of employees
1981	51%
1982	60
1983	77
1984	84
1985	65

There is a great variety in the types of arrangements and the scheduling of earned-time off. The 5-5-4 schedule, where employees work five days for each of the first two weeks and four days the third week with the fifth day off as earned-time off, is the most popular in the 1985 sample. In most cases, the earned-time off is taken on Friday. In some cases, the earned-time off is mutually scheduled within the following three or four-week period in conjunction with days of rest or paid holidays. A few agreements indicate that the earned-time off may not be scheduled next to a paid holiday (no four-day week-ends). Some agreements allow accumulation of earned-time off with restrictions. In most cases, payment in lieu of time off is not provided except on termination. Four-day weeks and 10 and 12-hour shift schedules are becoming more popular, occasionally on an experimental basis. In most of these cases, the lunch period is paid and there are often three rest periods or longer rest periods.

Flextime Schedule (field 2660)

The percentage of employees with agreements which provided for flexible hours of work showed a considerable decrease from 1984 to 1985.

	Percent of employees
1982	10%
1983	30
1984	41
1985	12

AVERAGE/NORMAL WEEKLY HOURS

FIELD 2540 NON-OFFICE EMPLOYEES

	AGREEMENTS NO.	%
NOT MENTIONED	2	1.27
LESS THAN 36 HOURS	3	1.91
36:00-36:59	5	3.18
37:00-37:59	29	18.47
38:00-38:59	3	1.91
39:00-39:59	8	5.10
40 HOURS	86	54.78
NOT APPLICABLE	9	5.73
OTHER	11	7.01
NOT SPECIFIED	1	.64
T O T A L	157	100.00

FIELD 2600 OFFICE EMPLOYEES

	AGREEMENTS NO.	%
NOT MENTIONED	1	.64
LESS THAN 36 HOURS	10	6.37
36:00-36:59	10	6.37
37:00-37:59	22	14.01
38:00-38:59	2	1.27
39:00-39:59	5	3.18
40 HOURS	16	10.19
NOT APPLICABLE	88	56.05
OTHER	3	1.91
T O T A L	157	100.00

COMPRESSED WORK WEEK (INCLUDING BANKING)

FIELD 2640 (A) PARTICIPATION

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
COMPRESSED WORK WEEK NOT MENTIONED	116	73.89	4802	34.76
APPLIES TO ALL EMPLOYEES	24	15.29	6903	49.96
APPLIES TO SOME EMPLOYEES	13	8.28	1890	13.68
CANNOT DETERMINE	3	1.91	195	1.41
OTHER	1	.64	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 2650 (B) TYPE(S) OF COMPRESSED WORK WEEK

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
COMPRESSED WORK WEEK NOT MENTIONED	116	73.89	4802	34.76
BANKING SCHEDULES:				
5-4	4	2.55	1370	9.92
5-5-4	9	5.73	3280	23.74
OTHER BANKING SCHEDULE	10	6.37	1840	13.32
COMBINATION OF TWO OR MORE OF THE ABOVE	4	2.55	1354	9.80
4-DAY WEEK	6	3.82	453	3.28
BANKING AND 4-DAY WEEK	1	.64	325	2.35
CANNOT DETERMINE TYPE	3	1.91	85	.62
OTHER	4	2.55	307	2.22
T O T A L	157	100.00	13816	100.00

FIELD 2660 PROVISION FOR A FLEXTIME SCHEDULE

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	147	93.63	12104	87.61
MENTIONED	10	6.37	1712	12.39
T O T A L	157	100.00	13816	100.00

FIELD 2680 DAILY PAID REST PERIODS (COFFEE BREAKS)

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	44	28.03	2414	17.47
10 MIN. TWICE A DAY	19	12.10	559	4.05
12 MIN. TWICE A DAY	1	.64	23	.17
15 MIN. TWICE A DAY	83	52.87	10041	72.68
20 MIN. TWICE A DAY	4	2.55	228	1.65
MENTIONED BUT NOT SPECIFIED	1	.64	10	.07
OTHER	5	3.18	541	3.92
T O T A L	157	100.00	13816	100.00

FIELD 2700 **REST PERIOD(S) BEFORE OR DURING OVERTIME**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	116	73.89	11119	80.48
MENTIONED	41	26.11	2697	19.52
T O T A L	157	100.00	13816	100.00

FIELD 2720 **OTHER PAID TIME**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	117	74.52	10147	73.44
TRAVEL TIME	12	7.64	2247	16.26
LUNCH PERIOD (DURING REGULAR HOURS OR CERTAIN SHIFTS)	13	8.28	743	5.38
1 & 2	11	7.01	318	2.30
1 & 3*	3	1.91	355	2.57
1,2&3*	1	.64	6	.04
T O T A L	157	100.00	13816	100.00

*Item 3 refers to paid clean-up and wash-up periods

Section 6 Overtime

Highlights and Trends

Overtime (Fields 3000 - 3065)

The trend of a progressive rate for overtime after normal daily hours remains unchanged over recent years.

	Percent of employees				
	1981	1982	1983	1984	1985
Time and one-half	17%	7%	5%	5%	7%
Double time	19	27	31	22	20
Progressive rate	64	65	64	69	60

Although the rate of time and one-half for the first four hours and double time thereafter is still the most common progressive rate, the rate of double time after three hours is becoming more prevalent.

FIELD 3000 RATE AFTER NORMAL DAILY HOURS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	5	3.18	432	3.13
SINGLE RATES:				
TIME AND ONE-HALF	41	26.11	950	6.88
TIME AND THREE-QUARTERS	1	.64	18	.13
DOUBLE TIME	22	14.01	2733	19.78
PROGRESSIVE RATES:				
TIME AND ONE-HALF INCREASED TO DOUBLE TIME AFTER:				
1 HOUR	2	1.27	34	.25
2 HOURS	13	8.28	501	3.63
3 HOURS	40	25.48	2489	18.02
4 HOURS	24	15.29	5142	37.22
MORE THAN 4 HOURS	2	1.27	72	.52
VARIES BY TYPE OF EMPLOYEE	3	1.91	1386	10.03
STATES 'ACCORDING TO LEGISLATION'	2	1.27	26	.19
OTHER	2	1.27	33	.24
T O T A L	157	100.00	13816	100.00

FIELD 3040 RATE ON SATURDAY OR FIRST DAY OF REST

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	62	39.49	3923	28.39
SINGLE RATES:				
TIME AND ONE-HALF	23	14.65	723	5.23
DOUBLE TIME	52	33.12	8711	63.05
PROGRESSIVE RATES:				
TIME AND ONE-HALF INCREASED TO DOUBLE TIME AFTER:				
2 HOURS	3	1.91	45	.33
3 HOURS	4	2.55	107	.77
4 HOURS	6	3.82	127	.92
MORE THAN 4 HOURS	4	2.55	117	.85
VARIES BY TYPE OF EMPLOYEE	1	.64	37	.27
STATES 'ACCORDING TO LEGISLATION'	2	1.27	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 3060 **RATE ON SUNDAY OR SECOND DAY OF REST**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	43	27.39	2411	17.45
SINGLE RATES:				
TIME AND ONE-HALF	15	9.55	564	4.08
TIME AND THREE-QUARTERS	1	.64	78	.56
DOUBLE TIME	88	56.05	10569	76.50
MORE THAN DOUBLE TIME	2	1.27	66	.48
PROGRESSIVE RATES:				
TIME AND ONE-HALF INCREASED TO DOUBLE TIME AFTER:				
2 HOURS	2	1.27	27	.20
3 HOURS	1	.64	20	.14
4 HOURS	1	.64	5	.04
MORE THAN 4 HOURS	1	.64	13	.09
VARIES BY TYPE OF EMPLOYEE	1	.64	37	.27
STATES 'ACCORDING TO LEGISLATION'	2	1.27	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 3065 **RATE ON PAID HOLIDAYS (UNSCHEDULED)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	23	14.65	1930	13.97
SINGLE RATES:				
TIME AND ONE-HALF	56	35.67	2306	16.69
TIME AND THREE-QUARTERS	1	.64	18	.13
DOUBLE TIME	58	36.94	8171	59.14
MORE THAN DOUBLE TIME	2	1.27	416	3.01
PROGRESSIVE RATES:				
TIME AND ONE-HALF INCREASED TO DOUBLE TIME AFTER:				
2 HOURS	1	.64	9	.07
3 HOURS	7	4.46	586	4.24
4 HOURS	1	.64	13	.09
MORE THAN 4 HOURS	1	.64	5	.04
INITIAL RATE FOLLOWED BY TWO HIGHER PROGRESSIVE RATES	1	.64	34	.25
VARIES BY TYPE OF EMPLOYEE	2	1.27	39	.28
CANNOT DETERMINE	1	.64	18	.13
STATES 'ACCORDING TO LEGISLATION'	2	1.27	26	.19
OTHER	1	.64	245	1.77
T O T A L	157	100.00	13816	100.00

FIELD 3070 **NO LAYOFF OR REDUCTION OF HOURS TO COMPENSATE FOR OVERTIME**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	112	71.34	11339	82.07
MENTIONED	45	28.66	2477	17.93
T O T A L	157	100.00	13816	100.00

FIELD 3080 **CHOICE OF TIME OFF OR PAY AT APPLICABLE OVERTIME RATES**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	103	65.61	7051	51.04
MENTIONED	54	34.39	6765	48.96
T O T A L	157	100.00	13816	100.00

FIELD 3100 **RIGHT TO REFUSE OVERTIME**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	77	49.04	4039	29.23
VOLUNTARY	40	25.48	2138	15.47
VOLUNTARY EXCEPT IN CASES OF EMERGENCY	23	14.65	6504	47.08
EMPLOYEE MAY NOT UNREASONABLY REFUSE	14	8.92	773	5.59
OTHER	3	1.91	362	2.62
T O T A L	157	100.00	13816	100.00

FIELD 3120 **DISTRIBUTION OF OVERTIME**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	106	67.52	11283	81.67
MENTIONED	51	32.48	2533	18.33
T O T A L	157	100.00	13816	100.00

FIELD 3140 MEAL OR MEAL ALLOWANCE ON OVERTIME, CALLBACK, ETC.

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	111	70.70	10300	74.55
LESS THAN $4	5	3.18	78	.56
$4 TO $4.99	8	5.10	280	2.03
$5 TO $5.99	7	4.46	141	1.02
$6 TO $6.99	5	3.18	266	1.93
$7 TO $7.99	1	.64	19	.14
$9.00 OR MORE	1	.64	139	1.01
MEAL PROVIDED, AMOUNT NOT SPECIFIED	18	11.46	2424	17.54
OTHER	1	.64	169	1.22
T O T A L	157	100.00	13816	100.00

FIELD 3160 TRANSPORTATION/ALLOWANCE

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	138	87.90	9315	67.42
ON CALL-BACK	11	7.01	4391	31.78
FOR CERTAIN SHIFTS	3	1.91	41	.30
BOTH	5	3.18	69	.50
T O T A L	157	100.00	13816	100.00

Section 7 Premium Pay

Highlights and Trends

Miscellaneous Premiums (fields 3701 - 3799)

The following table summarizes the percentage of employees covered by agreements which provide for the specific premiums.

	Percent of employees		
	1983	1984	1985
Responsibility premium	53%	59%	37%
Stand-by or on-call premium	65	63	53
Hazardous-work premium	41	55	12
Dirty-work premium	8	4	1

Over two-thirds of employees have agreements which provide for other premiums or bonuses, such as:

- perfect attendance,
- night shopping,
- customer referrals,
- employee training,
- production incentives,
- first-aid crews,
- split shifts,
- lack of supervisor, or
- special qualifications or certificates such as firemen's papers or journeymen's tickets.

FIELD 3500 SECOND SHIFT DIFFERENTIAL

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	54	34.39	1631	11.81
CENTS PER HOUR: LESS THAN 40	24	15.29	791	5.73
40-49	20	12.74	1471	10.65
50-59	19	12.10	5051	36.56
60-69	21	13.38	1679	12.15
70 OR MORE	3	1.91	120	.87
FLAT AMOUNT PER SHIFT	4	2.55	1212	8.77
PERCENT OF REGULAR PAY	2	1.27	1186	8.58
OTHER	10	6.37	675	4.89
T O T A L	157	100.00	13816	100.00

FIELD 3520 THIRD SHIFT DIFFERENTIAL

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	61	38.85	1863	13.48
CENTS PER HOUR: LESS THAN 40	15	9.55	491	3.55
40-49	17	10.83	1396	10.10
50-59	24	15.29	5140	37.20
60-69	19	12.10	1683	12.18
70 OR MORE	6	3.82	194	1.40
FLAT AMOUNT PER SHIFT	4	2.55	1212	8.77
PERCENT OF REGULAR PAY	2	1.27	1186	8.58
OTHER	9	5.73	651	4.71
T O T A L	157	100.00	13816	100.00

FIELD 3540 PYRAMIDING OF OVERTIME AND PREMIUM PAY

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	105	66.88	3473	25.14
ALLOWED	2	1.27	28	.20
NOT ALLOWED	47	29.94	10143	73.41
OTHER	3	1.91	172	1.24
T O T A L	157	100.00	13816	100.00

HIGHER SERVICE PAY

FIELD 3560 (A) MINIMUM TIME REQUIREMENT TO QUALIFY

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	37	23.57	1317	9.53
NO MINIMUM MENTIONED	18	11.46	2727	19.74
LESS THAN ONE DAY	23	14.65	1025	7.42
ONE DAY	27	17.20	4359	31.55
TWO DAYS	5	3.18	173	1.25
THREE DAYS	7	4.46	753	5.45
MORE THAN THREE DAYS	13	8.28	1456	10.54
VARIES DEPENDING ON CIRCUMSTANCES	15	9.55	1615	11.69
CANNOT DETERMINE	10	6.37	318	2.30
OTHER	2	1.27	73	.53
T O T A L	157	100.00	13816	100.00

FIELD 3580 (B) RATE

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	37	23.57	1317	9.53
RATE OF HIGHER RATED CLASSIFICATION	47	29.94	1550	11.22
MINIMUM RATE OF HIGHER RATED CLASSIFICATION	12	7.64	384	2.78
PERCENT INCREASE	5	3.18	505	3.66
FLAT RATE	18	11.46	2705	19.58
THE GREATER OF TWO OR MORE OF THE ABOVE	13	8.28	4699	34.01
VARIES DEPENDING ON CIRCUMSTANCES	16	10.19	1322	9.57
CANNOT DETERMINE	2	1.27	92	.67
OTHER	7	4.46	1242	8.99
T O T A L	157	100.00	13816	100.00

MISCELLANEOUS PREMIUMS

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
3701 RESPONSIBILITY PREMIUM (LEAD/CHARGE HAND, ACTING FOREMAN, SUPERVISOR, ETC.)	51	32.48	5159	37.34
3702 STAND-BY, ON-CALL PREMIUM	24	15.29	7307	52.89
3703 HAZARDOUS WORK PREMIUM	13	8.28	1601	11.59
3704 DIRTY WORK PREMIUM	3	1.91	138	1.00
3705 WEEKEND (SCHEDULED WORK) OR CONSECUTIVE WEEKEND PREMIUM	19	12.10	6465	46.79
3706 PREMIUM FOR SCHEDULED WORK ON PAID HOLIDAYS	13	8.28	4786	34.64
3707 LONG SERVICE PAY/PREMIUM	12	7.64	2129	15.41
3799 OTHER PREMIUMS	35	22.29	9275	67.13

Section 8 Statutory/Paid Holidays

Highlights and Trends

Paid Holidays (fields 4000, 4020)

Almost all employees are entitled to more than the nine legislated paid holidays. The percentage of employees entitled to 11 or more days decreased from 93 per cent in the 1984 study to 76 per cent in the 1985 study.

	Percent of employees				
	1981	1982	1983	1984	1985
10 - 10 1/2 days	30%	22%	13%	6%	21%
11 - 11 1/2 days	63	73	84	87	72
12 days or more	6	5	3	6	4

The most popular non-legislated holidays are:

	Percent of employees				
	1981	1982	1983	1984	1985
Boxing Day	98%	97%	99%	99%	96%
Easter Monday	39	37	44	26	43
Floating Holiday(s)	23	20	38	45	15

FIELD 4000 NUMBER OF PAID HOLIDAYS

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	2	1.27	429	3.11
9 DAYS	1	.64	22	.16
10 DAYS	70	44.59	2800	20.27
10 1/2 DAYS	3	1.91	99	.72
11 DAYS	62	39.49	9946	71.99
11 1/2 DAYS	1	.64	31	.22
12 DAYS	9	5.73	302	2.19
13 DAYS	4	2.55	126	.91
14 DAYS	2	1.27	17	.12
14 1/2 DAYS	1	.64	33	.24
15 DAYS OR MORE	1	.64	6	.04
OTHER	1	.64	5	.04
T O T A L	157	100.00	13816	100.00

FIELD 4020 NON-LEGISLATED HOLIDAYS

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT SPECIFIED,12 DAYS	2	1.27	20	.14
BOXING DAY	149	94.90	13324	96.44
NEW YEAR'S EVE, 1/2 DAY	9	5.73	214	1.55
NEW YEAR'S EVE DAY	2	1.27	87	.63
CHRISTMAS EVE, 1/2 DAY	13	8.28	346	2.50
CHRISTMAS EVE DAY	4	2.55	168	1.22
EASTER MONDAY	38	24.20	5965	43.17
MUNICIPAL FAIR DAY, 1/2 DAY	1	.64	31	.22
EMPLOYEE'S BIRTHDAY	2	1.27	174	1.26
MID-WINTER HOLIDAY (FEBRUARY)	4	2.55	280	2.03
FLOATING HOLIDAY, NEGOTIATED BETWEEN UNION/EMPLOYER:				
-1 DAY	11	7.01	786	5.69
-2 DAYS	1	.64	8	.06
YEAR-END HOLIDAY(S):				
-3 DAYS	1	.64	33	.24
-4 DAYS	2	1.27	17	.12
-9 1/2 DAYS	1	.64	6	.04
HERITAGE DAY	7	4.46	450	3.26
FLOATING/PERSONAL HOLIDAY (EMPLOYEE CHOICE):				
-1 DAY	11	7.01	1319	9.55
-2 DAYS	1	.64	6	.04
OTHER, 1 DAY	7	4.46	1553	11.24

FIELD 4180 **SERVICE/WORK REQUIREMENT FOR HOLIDAY PAY**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	129	82.17	12440	90.04
SERVICE REQUIREMENT	0	.00	0	.00
WORK REQUIREMENT	24	15.29	1319	9.55
BOTH	4	2.55	57	.41
T O T A L	157	100.00	13816	100.00

Section 9 Paid Vacation

Highlights and Trends

Seven and Eight Weeks' Vacation (fields 4580, 4600)

In the 1985 sample, 24 agreements covering 14 per cent of employees provide for seven weeks' vacation, a substantial increase from two per cent in 1984, four per cent in 1983 and five per cent in 1982. Only one agreement covering 16 employees provides for eight weeks' vacation in the 1985 sample. There wa only one agreement in each of the 1983 and 1984 studies as well.

Vacations, General:

The following lists the various vacation-related clauses observed in the 1985 sample:

- Vacation entitlement increases gradually by one day annually so that employees do not have to wait the full five or ten years or more for increased vacation.
- Part-time employees and employees with less than one year's service are eligible for vacation pay and time off without pay for vacation purposes.
- Seniority for selecting vacation periods may only be exercised in the firs instance when vacations are split.
- Employees who do not request their vacation time before a certain date forfeit their use of seniority rights in the choice of vacation time. In some agreements, the employer schedules the entire vacation period in thes cases.
- Restrictions are placed on the amount of vacation which can be taken durin prime vacation season or at any one time.

Supplementary Paid Vacation/Vacation Bonus (field 4760)

The percentage of employees who have agreements providing for supplementary vacation or vacation bonuses decreased drastically from 49 per cent in the 1984 sample to 20 per cent in the 1985 sample.

	Percent of employees
1982	13%
1983	40
1984	49
1985	20

Employees may be entitled to extra vacations or pay for reasons of long service, winter vacations, and pre-retirement vacations. A sample of supplementary vacation provisions from the 1985 study is as follows:

- One or two extra days vacation for each week of earned vacation taken in the off-season.
- Vacation bonus of $60 per year after five years' service and $120 after ten.
- Vacation bonus of $15 for each day of regular vacation.
- An additional week of vacation during the last year of employment prior to retirement, maximum five weeks in total.
- Pre-retirement vacation supplement after 25 years' service is three days per year of service.

Displaced or Deferred Vacation (field 4770)

The percentage of employees who have agreements which provide for this deferral for unforeseen, approved leaves of absence such as illness or bereavement which occur during their vacation period increased from 51 per cent in 1983 to 84 per cent in 1984 and then decreased to 70 per cent in 1985. In cases of illness, hospitalization or a doctor's certificate is usually required.

Vacation Carry-over (field 4780)

More than two-thirds of employees in the 1985 sample have agreements which provide for the carry-over of vacation into the next vacation year.

	Percent of employees
1981	58%
1982	51
1983	77
1984	69
1985	72

In most cases, carry-over is limited to one week or is allowed only after a certain amount of service. In several agreements, carry-over is considered favourably only once every three or four years.

LENGTH OF SERVICE REQUIRED FOR:

FIELD 4500 **(A) THREE WEEKS VACATION**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
1 YEAR	131	83.44	12823	92.81
STATES 'ACCORDING TO LEGISLATION'	24	15.29	570	4.13
OTHER	2	1.27	423	3.06
T O T A L	157	100.00	13816	100.00

FIELD 4520 **(B) FOUR WEEKS VACATION**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
1 - 4 YEARS	10	6.37	547	3.96
5 YEARS	14	8.92	372	2.69
6 YEARS	5	3.18	4034	29.20
7 YEARS	7	4.46	248	1.80
8 YEARS	32	20.38	2841	20.56
9 YEARS	18	11.46	1411	10.21
10 YEARS	44	28.03	3750	27.14
MORE THAN 10 YEARS	1	.64	15	.11
STATES 'ACCORDING TO LEGISLATION'	22	14.01	525	3.80
OTHER	4	2.55	73	.53
T O T A L	157	100.00	13816	100.00

FIELD 4540 (C) FIVE WEEKS VACATION

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	31	19.75	534	3.87
LESS THAN 10 YEARS	5	3.18	478	3.46
10-14 YEARS	31	19.75	2342	16.95
15 YEARS	9	5.73	399	2.89
16 YEARS	5	3.18	720	5.21
17 YEARS	8	5.10	4178	30.24
18 YEARS	15	9.55	1097	7.94
19 YEARS	4	2.55	56	.41
20 YEARS	35	22.29	3543	25.64
MORE THAN 20 YEARS	9	5.73	372	2.69
OTHER	5	3.18	97	.70
T O T A L	157	100.00	13816	100.00

FIELD 4560 (D) SIX WEEKS VACATION

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	84	53.50	2232	16.16
LESS THAN 20 YEARS	25	15.92	2462	17.82
20-24 YEARS	13	8.28	959	6.94
25 YEARS	11	7.01	1107	8.01
27 YEARS	1	.64	10	.07
28 YEARS	1	.64	23	.17
29 YEARS	3	1.91	117	.85
30 YEARS	17	10.83	6875	49.76
OTHER	2	1.27	31	.22
T O T A L	157	100.00	13816	100.00

FIELD 4580 (E) SEVEN WEEKS VACATION

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	133	84.71	11877	85.97
LESS THAN 25 YEARS	21	13.38	1838	13.30
25 OR MORE	2	1.27	52	.38
OTHER	1	.64	49	.35
T O T A L	157	100.00	13816	100.00

FIELD 4600 (F) EIGHT WEEKS VACATION

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	155	98.73	13800	99.88
MENTIONED	2	1.27	16	.12
T O T A L	157	100.00	13816	100.00

FIELD 4620 MAXIMUM PAID VACATION

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	1	.64	26	.19
4 WEEKS	30	19.11	508	3.68
5 WEEKS	54	34.39	1708	12.36
6 WEEKS	48	30.57	9635	69.74
7 WEEKS	22	14.01	1923	13.92
8 WEEKS	1	.64	11	.08
OTHER	1	.64	5	.04
T O T A L	157	100.00	13816	100.00

FIELD 4760 SUPPLEMENTARY PAID VACATION/ VACATION BONUS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	133	84.71	11006	79.66
SUPPLEMENTARY PAID VACATION (DAYS)	18	11.46	2523	18.26
VACATION BONUS (MONEY)	3	1.91	251	1.82
BOTH	2	1.27	23	.17
CHOICE	1	.64	13	.09
T O T A L	157	100.00	13816	100.00

FIELD 4770 DISPLACED OR DEFERRED VACATION BY APPROVED LEAVE OF ABSENCE

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	104	66.24	4194	30.36
MENTIONED	53	33.76	9622	69.64
T O T A L	157	100.00	13816	100.00

FIELD 4780 VACATION CARRY-OVER

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	93	59.24	3930	28.45
LIMITED	44	28.03	5996	43.40
UNLIMITED	3	1.91	2897	20.97
NOT ALLOWED	16	10.19	968	7.01
OTHER	1	.64	25	.18
T O T A L	157	100.00	13816	100.00

Section 10 Pay Guarantees

Highlights and Trends

Reporting Pay Guarantee (Field 5000)

Six out of ten employees in the 1985 sample have agreements which have this provision, an increase from 1984.

	Percent of employees
1981	48%
1982	67
1983	45
1984	48
1985	60

The analyses of agreements providing for reporting pay indicate historical fluctuations in the amount of guarantee.

	Percent of employees				
Guarantee	1981	1982	1983	1984	1985
3 hours	44%	39%	47%	48%	53%
4 hours	29	51	31	50	28
More than 4 hours	6	6	18	6	7

Several agreements have a minimum weekly work guarantee or pay in lieu, usually 30 to 37 hours. The guarantee occasionally varies depending on the time of year.

Call-back Guarantee (field 5020)

Almost all employees in the 1985 sample (86 per cent) are covered by this guarantee. The most popular guarantee is two hours at overtime rates (48 per cent of employees). In some cases, the guarantee includes travelling to and from work and in others, the guarantee is higher if employees are called between midnight and 7 a.m. or on statutory holidays or scheduled days off.

Severance Pay (fields 5120-5180)

The percentage of employees covered by a severance pay provision increased slightly in the 1985 study compared to 1984. In most cases, severance pay is available for more than one type of severance and is almost always available for termination or layoff due to technological change.

	Percent of employees				
	1981	1982	1983	1984	1985
Provision for severance pay	80%	79%	91%	79%	83%
For more than one reason for severance	42	28	43	47	46
For technological change severance only	25	40	31	23	7

The most common payments are one week's pay per year of service and/or a portion of unused sick-leave credits. In most cases there is a minimum service requirement and a maximum paid.

FIELD 5000 REPORTING PAY GUARANTEE

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	90	57.32	5563	40.26
2 HOURS	5	3.18	418	3.03
3 HOURS	15	9.55	4373	31.65
4 HOURS	32	20.38	2351	17.02
MORE THAN 4 HOURS	8	5.10	557	4.03
DEPENDS ON WHETHER EMPLOYEE WORKS	5	3.18	290	2.10
OTHER	2	1.27	264	1.91
T O T A L	157	100.00	13816	100.00

FIELD 5020 CALL-BACK GUARANTEE

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	40	25.48	1908	13.81
GREATER OF 3 HOURS OR HOURS WORKED AT OVERTIME RATES	5	3.18	284	2.06
GREATER OF 4 HOURS OR HOURS WORKED AT OVERTIME RATES	13	8.28	867	6.28
2 HOURS	1	.64	12	.09
3 HOURS	2	1.27	41	.30
4 HOURS	3	1.91	80	.58
2 HOURS AT OVERTIME RATES	34	21.66	6654	48.16
3 HOURS AT OVERTIME RATES	28	17.83	2165	15.67
4 HOURS AT OVERTIME RATES	20	12.74	752	5.44
OTHER	11	7.01	1053	7.62
T O T A L	157	100.00	13816	100.00

SEVERANCE PAY

FIELD 5120 **(A) AVAILABLE ON:**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	81	51.59	2388	17.28
RETIREMENT	6	3.82	2442	17.68
PERMANENT LAYOFF	4	2.55	177	1.28
TERMINATION OF EMPLOYMENT	16	10.19	1350	9.77
TERMINATION OR LAYOFF DUE TO TECHNOLOGICAL CHANGE	23	14.65	997	7.22
COMBINATION OF THE ABOVE	24	15.29	6345	45.93
MENTIONED BUT NOT SPECIFIED	2	1.27	55	.40
OTHER	1	.64	62	.45
T O T A L	157	100.00	13816	100.00

FIELD 5140 **(B) MINIMUM LENGTH OF SERVICE TO QUALIFY**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	81	51.59	2388	17.28
1 YEAR OR LESS	21	13.38	1250	9.05
2-4 YEARS	3	1.91	105	.76
5 YEARS	5	3.18	347	2.51
6-9 YEARS	1	.64	54	.39
10 YEARS	7	4.46	1896	13.72
MORE THAN 10 YEARS	2	1.27	20	.14
VARIES BY REASON FOR SEVERANCE	8	5.10	2459	17.80
MENTIONED BUT NOT SPECIFIED	23	14.65	2440	17.66
OTHER	6	3.82	2857	20.68
T O T A L	157	100.00	13816	100.00

FIELD 5160 **(C) CALCULATION**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	81	51.59	2388	17.28
ONE WEEK'S PAY PER YEAR OF SERVICE	34	21.66	1811	13.11
GRADUATED TO LENGTH OF SERVICE	3	1.91	200	1.45
PERCENT OF UNUSED SICK LEAVE CREDIT	13	8.28	2341	16.94
PERCENT OF EARNINGS IN GIVEN PERIOD	1	.64	38	.28
FLAT AMOUNT	1	.64	7	.05
COMBINATION	11	7.01	4945	35.79
CANNOT DETERMINE	2	1.27	55	.40
OTHER	11	7.01	2031	14.70
T O T A L	157	100.00	13816	100.00

FIELD 5180 **(D) MAXIMUM AMOUNT**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	83	52.87	2407	17.42
LESS THAN 26 WEEKS	17	10.83	898	6.50
26 WEEKS	8	5.10	554	4.01
MORE THAN 26 WEEKS	3	1.91	443	3.21
PERCENT OF UNUSED SICK-LEAVE CREDITS	12	7.64	2335	16.90
PERCENT OF EARNINGS IN SPECIFIED PERIOD	2	1.27	44	.32
FLAT AMOUNT	1	.64	5	.04
VARIES DEPENDING ON LENGTH OF SERVICE	4	2.55	213	1.54
COMBINATION	7	4.46	3810	27.58
CANNOT DETERMINE	18	11.46	3087	22.34
OTHER	2	1.27	20	.14
T O T A L	157	100.00	13816	100.00

Section 11 Cost of Living Adjustment Provision

Highlights and Trends

Cost of Living Adjustment (COLA) (fields 5500-5660)

A trend towards fewer COLA clauses in agreements has been evident since 1983 when 71 per cent of employees were covered compared to 2 per cent in 1984 and 1985.

	Percent of Agreements	Percent of Employees
1981	30%	70%
1982	19	62
1983	23	71
1984	5	2
1985	6	2

FIELD 5500 **TYPE OF FORMULA**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	148	94.27	13504	97.74
FACTOR (POINT) CHANGE IN C.P.I. TO A CENTS PER HOUR OR MONTHLY INCREASE IN PAY	7	4.46	218	1.58
PERCENTAGE CHANGE IN C.P.I. TO A PERCENTAGE ADJUSTMENT IN PAY	2	1.27	94	.68
T O T A L	157	100.00	13816	100.00

FIELD 5600 **FREQUENCY OF REVIEW**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	148	94.27	13504	97.74
QUARTERLY	5	3.18	221	1.60
ANNUAL	3	1.91	39	.28
SINGLE REVIEW	1	.64	52	.38
T O T A L	157	100.00	13816	100.00

FIELD 5640 **TYPE OF ADJUSTMENT**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	149	94.90	13520	97.86
FLOAT OR ADD-ON	1	.64	12	.09
TOTAL FOLD-IN	2	1.27	42	.30
PARTIAL FOLD-IN	2	1.27	130	.94
CANNOT DETERMINE	3	1.91	112	.81
T O T A L	157	100.00	13816	100.00

FIELD 5660 **OTHER COLA PROVISIONS**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	150	95.54	13529	97.92
TRIGGERED FORMULA	7	4.46	287	2.08
T O T A L	157	100.00	13816	100.00

Section 12 Technological Change

Highlights and Trends

Technological Change (fields 6000-6080)

The percentage of employees covered by a technological change provision increased to 74 per cent in the 1985 study from 51 per cent in 1984.

	Percent of employees
1981	40%
1982	54
1983	59
1984	51
1985	74

In many agreements, the minimum notice to the union is not specified. When specified, the legislated requirement of 90 days is the most common notice. Almost all agreements with this provision provide for training, retraining or relocation assistance and some form of employment security (usually related t wage rates) for employees affected by technological change. Most agreements provide for labour/management consultation on technological change matters.

FIELD 6000 **MINIMUM NOTICE TO UNION OF PENDING TECHNOLOGICAL CHANGE**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	93	59.24	3578	25.90
LESS THAN 90 DAYS	4	2.55	49	.35
90 DAYS	28	17.83	4117	29.80
MORE THAN 90 DAYS	3	1.91	370	2.68
STATES 'ACCORDING TO LEGISLATION'	2	1.27	19	.14
MENTIONED BUT NOT SPECIFIED	27	17.20	5683	41.13
T O T A L	157	100.00	13816	100.00

FIELD 6040 **TRAINING, RETRAINING, RELOCATION**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	121	77.07	6165	44.62
TRAINING, RETRAINING	23	14.65	6529	47.26
RELOCATION ASSISTANCE/ALLOWANCE	3	1.91	49	.35
BOTH	10	6.37	1073	7.77
T O T A L	157	100.00	13816	100.00

FIELD 6060 **EMPLOYMENT SECURITY**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	129	82.17	8262	59.80
MENTIONED	28	17.83	5554	40.20
T O T A L	157	100.00	13816	100.00

FIELD 6080 **LABOUR-MANAGEMENT CONSULTATION**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	121	77.07	6315	45.71
MENTIONED	36	22.93	7501	54.29
T O T A L	157	100.00	13816	100.00

Section 13 Health and Welfare

Highlights and Trends

Annual Sick Leave (field 6540)

As has been the case in recent years, virtually all employees in the 1985 study (99%) have paid sick-leave coverage. Approximately half of the employees are credited with a flat monthly or annual allowance (frequently 15 days annually). The remainder (46%) are completely or partially covered by ar insurance plan such as a weekly indemnity plan. This is a significant increase from 25% in 1984. In many cases, employees covered by a plan also have a few days credited annually to cover the waiting period, usually with nc accumulation.

	Percent of employees	
	Flat allowance only	Insurance plan
1981	52%	42%
1982	71	19
1983	65	28
1984	72	25
1985	49	46

Some unusual sick-leave clauses encountered in the 1985 study are as follows:

- Monthly sick-leave entitlement varies according to length of service, i.e. one and a quarter days per month for first ten years, then one and one-half days per month thereafter.

- No sick-leave payment for first day of absence.

- Sick leave is not payable for first day of sickness unless employee is sick for more than five days.

Maximum Accumulation of Unused Sick-Leave Credits (field 6560)

Unlimited accumulation of unused sick-leave credits has been declining in popularity since 1982 although 1985 shows an increase over the previous two years. The most popular limit is 120 days.

	Percent of employees
1981	34%
1982	31
1983	12
1984	2
1985	17

Sick-leave Banks, Extensions, Transfers (field 6570)

Sick-leave banks are mentioned in six agreements covering over 900 employees in the 1985 sample, a decrease from 13 agreements covering almost 400 employees in 1984. These banks are used by employees whose sick-leave credits are exhausted. The annual contribution into the bank is usually one day from each employee, matched by the employer. Occasionally, all unused credits which exceed the maximum accumulation allowed are also deposited into the bank. These clauses often specify a maximum bank accumulation and occasionally mention a maximum withdrawal.

Conversion of Unused Sick-leave Credits (field 6580)

More than half of the employees in the 1985 sample have agreements which provide for full or partial conversion to cash or days off of unused credits on retirement, layoff, termination, or at year end, a decrease from 1983 and 1984.

	Percent of employees
1981	45%
1982	35
1983	69
1984	65
1985	56

In almost all cases, only partial conversion is provided. Only ten agreements provide for annual conversion. The degree of conversion is often related to length of service, often with a maximum amount specified.

- Sick-leave payout on retirement at 60 years of age or beyond is 100 per cent, maximum 100 days.
- A retirement grant, paid out of unused sick-leave credits, is one-sixth of the credit after 10 years service, one-third after 15 years, and one-half after 20 years.
- A bonus of $20 is paid for each unused sick day on December first each year.
- Annual sick-leave credit is seven days. Employees who have used less than five days in a year are paid the unused portion at year end.
- Sick-leave payout of unused credits on termination after five year's service ranges from one-eighth to one-half depending on length of service, maximum 150 days.
- Full payout of unused credits is paid prior to vacation period.

Health and Welfare Plans (fields 6600-6980)

The following table summarizes the percentage of employees covered by agreements which mention the specific health and welfare plans. (In some cases, plans exist but are not mentioned in agreements.)

	Percent of employees				
	1981	1982	1983	1984	1985
Extended medical	na	na	5%	8%	6%
Life insurance	57	69	85	88	75
Accidental death & disability	17	19	11	24	16
Long-term disability	35	41	53	48	62
Sickness & accident weekly indemnity	41	31	36	26	49
Pension plan	58	69	46	40	89
Dental plan	18	32	25	26	48
Optical/Drug plan	6	8	5	8	6

Agreements studied in 1985 indicate that a higher percentage of employees are covered by long-term disability, sickness and accident, pension and dental plans than was the case in 1984.

Life Insurance Plan (fields 6640, 6660)

Over 80 per cent of employees in the 1985 sample have employers who pay the entire premium for this plan, a slight increase from 1984. In the following table, only agreements which mention life insurance and the premium contribution are included.

	Percent of employees
1981	49%
1982	71
1983	81
1984	78
1985	83

The amount of benefits for most employees in the 1985 sample is less than $20,000. Some plans provide for optional dependent coverage and/or optional additional coverage, usually at the employee's expense.

Long-term Disability Plan (fields 6720-6780)

The premiums for long-term disability are often shared 50-50 by the employee and employer. Only those agreements which mention this plan and the premium contribution are considered in the following table.

	Percent of employees	
	Premium shared 50-50	100% employer paid
1981	62%	26%
1982	69	29
1983	80	18
1984	80	19
1985	79	21

The waiting period is usually 17 weeks. The benefit is generally between 51 to 70 per cent of normal salary and payable to normal retirement age. In some cases, other disability income benefits are deducted from LTD benefits so that total income does exceed the plan maximum.

Sickness and Accident Weekly Indemnity Plan (fields 6800-6840)

The following table shows significant annual fluctuations in the sharing of premiums for this plan. Only agreements which mention the plan and the premium contribution are included.

	Percent of employees	
	Shared 50-50	100 percent employer paid
1981	29%	67%
1982	19	77
1983	70	27
1984	4	74
1985	83	11

In most cases, employees receive a certain percentage of their regular earnings with no maximum specified. The duration of benefits is typically 26 weeks.

Pension Plan (field 6860)

Almost all employees in the 1985 study (89%) have agreements which mention a pension plan, a significant increase over 47 per cent in 1983 and 40 per cent in 1984. In several cases, the pension plan is a Registered Retirement Savings Plan either entirely purchased by the employer or shared 50-50. A few agreements also mention that part-time employees and/or employees under 25 years of age are not required to participate in the pension plan.

Early Retirement (field 6880)

The percentage of employees covered by agreements which provide for early retirement decreased to eight per cent in 1985 compared to 16 per cent in 1983 and 43 per cent in 1984.

Mandatory Retirement/Retirement Extensions (field 6910)

In both the 1984 and 1985 samples, 43 per cent of employees have agreements which mention mandatory retirement, a decrease from 66 per cent in 1983. In many cases, employment extensions are available beyond retirement age. In 1985, 32 per cent of employees have agreements which provide for extensions compared to 28 per cent in 1984 and 34 per cent in 1983. In a few cases, employees must pass a medical examination before the extension is granted.

Dental Plan (field 6920)

The percentage of employees covered by a dental plan increased substantially from 26 per cent in 1984 to 48 per cent in the 1985 sample. In most cases, the employer pays the entire premium. Employees are often exempt from the plan if their spouse has coverage. A few plans state maximum benefits per year or per lifetime.

Optical/Drug Plans (field 6960)

Some optical plans cover employees only while others cover their dependants as well. Most plans pay maximum benefits per person of between $75 to $100 or approximately $300 per family, usually in a consecutive two-year period. Most plans cover eye glasses, frames and fittings and some cover contact lenses. In the case of contact lenses, the maximum paid is usually around $200 a lifetime. Most drug plans include dependants.

FIELD 6540 ANNUAL SICK LEAVE

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	7	4.46	71	.51
LESS THAN 12 DAYS	6	3.82	114	.83
12 DAYS	13	8.28	382	2.76
15 DAYS	30	19.11	4573	33.10
16-23 DAYS	23	14.65	665	4.81
24 DAYS	5	3.18	94	.68
MORE THAN 24 DAYS	1	.64	5	.04
VARIES BY LENGHT OF SERVICE	8	5.10	946	6.85
COVERED BY HEALTH INSURANCE PLAN	34	21.66	1051	7.61
FLAT ALLOWANCE PLUS COVERAGE BY INSURANCE PLAN	20	12.74	5264	38.10
MENTIONED BUT NOT SPECIFIED	10	6.37	651	4.71
T O T A L	157	100.00	13816	100.00

FIELD 6550 PROOF OF ILLNESS

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	48	30.57	1480	10.71
MAY BE REQUIRED	83	52.87	9239	66.87
IS REQUIRED	10	6.37	160	1.16
IS REQUIRED AFTER SPECIFIED NUMBER OF DAYS	16	10.19	2937	21.26
T O T A L	157	100.00	13816	100.00

FIELD 6560 **MAXIMUM ACCUMULATION OF UNUSED SICK LEAVE**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	15	9.55	363	2.63
LESS THAN 120 DAYS	18	11.46	316	2.29
120 DAYS	12	7.64	1413	10.23
121 - 179 DAYS	8	5.10	353	2.56
180 - 199 DAYS	10	6.37	697	5.04
200 DAYS OR MORE	10	6.37	926	6.70
UNLIMITED ACCUMULATION	14	8.92	2353	17.03
ACCUMULATION NOT ALLOWED	3	1.91	196	1.42
COMPLETE OR PARTIAL COVERAGE BY HEALTH INSURANCE PLAN	56	35.67	3663	26.51
MENTIONED BUT NOT SPECIFIED	7	4.46	643	4.65
OTHER	4	2.55	2893	20.94
T O T A L	157	100.00	13816	100.00

FIELD 6570 **SICK-LEAVE BANKS, EXTENSIONS, TRANSFERS**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	126	80.25	8174	59.16
SICK LEAVE EXTENSION (AFTER ACCUMULATED CREDITS EXHAUSTED):				
-PAID	7	4.46	288	2.08
-UNPAID	12	7.64	1630	11.80
-BOTH	3	1.91	40	.29
SICK LEAVE BANK	6	3.82	917	6.64
OTHER	3	1.91	2767	20.03
T O T A L	157	100.00	13816	100.00

FIELD 6575 **OTHER ALLOWABLE DEDUCTIONS FROM SICK-LEAVE CREDITS**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	122	77.71	9017	65.26
FAMILY ILLNESS	8	5.10	438	3.17
HOUSEHOLD OR DOMESTIC EMERGENCY	0	.00	0	.00
OTHER REASONS	11	7.01	814	5.89
COMBINATION	16	10.19	3547	25.67
T O T A L	157	100.00	13816	100.00

FIELD 6580 CONVERSION OF UNUSED SICK-LEAVE CREDITS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	120	76.43	6133	44.39
ANNUAL CONVERSION TO CASH OR DAYS OFF	10	6.37	250	1.81
CONVERSION TO CASH OR DAYS OFF ON RETIREMENT, LAYOFF, ETC.				
-FULL	0	.00	0	.00
-PARTIAL	23	14.65	7190	52.04
COMBINATION	2	1.27	174	1.26
OTHER	2	1.27	69	.50
T O T A L	157	100.00	13816	100.00

FIELD 6600 EXTENDED MEDICAL BENEFIT PLANS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	132	84.08	12959	93.80
MENTIONED	25	15.92	857	6.20
T O T A L	157	100.00	13816	100.00

FIELD 6620 PROVISION FOR HEALTH AND WELFARE PLAN

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	26	16.56	388	2.81
HEALTH AND WELFARE PLAN (SINGLE FUND)	7	4.46	89	.64
SERIES OF PLANS	108	68.79	12651	91.57
SINGLE PLAN	14	8.92	670	4.85
CANNOT DETERMINE	2	1.27	18	.13
T O T A L	157	100.00	13816	100.00

LIFE INSURANCE PLAN

FIELD 6640 (A) EMPLOYERS CONTRIBUTION TO PREMIUM

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	54	34.39	3502	25.35
LESS THAN 50%	1	.64	31	.22
50%	18	11.46	972	7.04
51-99%	7	4.46	207	1.50
100%	38	24.20	6043	43.74
MENTIONED BUT NOT SPECIFIED	31	19.75	2637	19.09
OTHER	8	5.10	424	3.07
T O T A L	157	100.00	13816	100.00

FIELD 6660 (B) AMOUNT OF BENEFITS

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	52	33.12	3444	24.93
LESS THAN $10,000	4	2.55	3110	22.51
$10,000-$14,999	13	8.28	588	4.26
$15,000-$19,999	11	7.01	1549	11.21
$20,000-$24,999	8	5.10	218	1.58
$25,000-$29,999	1	.64	38	.28
$30,000 OR MORE	2	1.27	242	1.75
VARIES WITH DEPENDENTS, MARITAL STATUS OR EARNINGS	23	14.65	1509	10.92
PLAN MENTIONED BUT DETAILS NOT SPECIFIED	42	26.75	3113	22.53
OTHER	1	.64	5	.04
T O T A L	157	100.00	13816	100.00

ACCIDENTAL DEATH & DISABILITY PLAN

FIELD 6680 (A) EMPLOYERS CONTRIBUTION TO PREMIUM

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	111	70.70	11656	84.37
50%	6	3.82	121	.88
51-99%	5	3.18	179	1.30
100%	17	10.83	514	3.72
PLAN MENTIONED, DETAILS NOT SPECIFIED	16	10.19	1324	9.58
OTHER	2	1.27	22	.16
T O T A L	157	100.00	13816	100.00

FIELD 6700 (B) AMOUNT OF BENEFITS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	112	71.34	11682	84.55
$10,000-$14,999	4	2.55	184	1.33
$15,000-$19,999	8	5.10	235	1.70
$20,000-$24,999	4	2.55	134	.97
$30,000 OR MORE	4	2.55	417	3.02
VARIES WITH DEPENDENTS, MARITAL STATUS OR EARNINGS	13	8.28	679	4.91
PLAN MENTIONED BUT DETAILS NOT SPECIFIED	10	6.37	225	1.63
OTHER	2	1.27	260	1.88
T O T A L	157	100.00	13816	100.00

LONG-TERM DISABILITY/ INCOME CONTINUANCE PLAN

FIELD 6720 (A) EMPLOYERS CONTRIBUTION TO PREMIUM

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	92	58.60	5182	37.51
LESS THAN 50%	2	1.27	18	.13
50%	11	7.01	5748	41.60
51-99%	3	1.91	52	.38
100%	19	12.10	1559	11.28
PLAN MENTIONED, DETAILS NOT SPECIFIED	23	14.65	959	6.94
EMPLOYEE PAID	4	2.55	170	1.23
OTHER	3	1.91	128	.93
T O T A L	157	100.00	13816	100.00

FIELD 6740 (B) WAITING PERIOD

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	92	58.60	5182	37.51
LESS THAN 17 WEEKS	3	1.91	191	1.38
17 WEEKS	4	2.55	2810	20.34
18-25 WEEKS	1	.64	55	.40
26 WEEKS	6	3.82	275	1.99
27-51 WEEKS	1	.64	76	.55
52 WEEKS	1	.64	38	.28
PLAN MENTIONED, DETAILS NOT SPECIFIED	47	29.94	5153	37.30
OTHER	2	1.27	36	.26
T O T A L	157	100.00	13816	100.00

FIELD 6760 (C) DURATION OF BENEFITS

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	93	59.24	5188	37.55
TO NORMAL RETIREMENT	18	11.46	5029	36.40
LESS THAN NORMAL RETIREMENT	1	.64	38	.28
PLAN MENTIONED, DETAILS NOT SPECIFIED	44	28.03	3543	25.64
OTHER	1	.64	18	.13
T O T A L	157	100.00	13816	100.00

FIELD 6780 (D) PERCENT OF WAGE GUARANTEED

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	93	59.24	5188	37.55
50% OR LESS	1	.64	38	.28
51-64%	9	5.73	3481	25.20
65-70%	9	5.73	1709	12.37
MORE THAN 70%	2	1.27	36	.26
PLAN MENTIONED, DETAILS NOT SPECIFIED	35	22.29	3117	22.56
OTHER	8	5.10	247	1.79
T O T A L	157	100.00	13816	100.00

SICKNESS & ACCIDENT WEEKLY INDEMNITY PLAN

FIELD 6800 (A) EMPLOYERS CONTRIBUTION TO PREMIUM

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	94	59.87	7070	51.17
50%	8	5.10	3968	28.72
51-99%	8	5.10	265	1.92
100%	18	11.46	534	3.87
PLAN MENTIONED, DETAILS NOT SPECIFIED	23	14.65	1440	10.42
OTHER	6	3.82	539	3.90
T O T A L	157	100.00	13816	100.00

FIELD 6820 **(B) MAXIMUM WEEKLY BENEFIT**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	94	59.87	7070	51.17
LESS THAN $200	2	1.27	18	.13
$201-249	6	3.82	189	1.37
$250-299	5	3.18	155	1.12
$300-349	5	3.18	140	1.01
$350 OR MORE	1	.64	181	1.31
VARIES ACCORDING TO LENGTH OF SERVICE	1	.64	19	.14
PERCENT OF REGULAR EARNINGS, NO MAXIMUM SPECIFIED	20	12.74	3781	27.37
PLAN MENTIONED BUT DETAILS NOT SPECIFIED	20	12.74	1032	7.47
OTHER	3	1.91	1231	8.91
T O T A L	157	100.00	13816	100.00

FIELD 6840 **(C) MAXIMUM DURATION OF BENEFIT**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	96	61.15	7186	52.01
LESS THAN 17 WEEKS	5	3.18	129	.93
17 WEEKS	3	1.91	90	.65
18-25 WEEKS	1	.64	55	.40
26 WEEKS	19	12.10	794	5.75
27-51 WEEKS	3	1.91	183	1.32
52 WEEKS	2	1.27	48	.35
PLAN MENTIONED BUT DETAILS NOT SPECIFIED	26	16.56	2594	18.78
OTHER	2	1.27	2737	19.81
T O T A L	157	100.00	13816	100.00

FIELD 6860 EMPLOYER'S CONTRIBUTION TO PENSION PLAN

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	58	36.94	1513	10.95
50%	13	8.28	895	6.48
51-99%	1	.64	394	2.85
100%	4	2.55	147	1.06
FLAT RATE	11	7.01	912	6.60
PLAN MENTIONED, DETAILS NOT SPECIFIED	65	41.40	8630	62.46
OTHER	5	3.18	1325	9.59
T O T A L	157	100.00	13816	100.00

FIELD 6880 EARLY RETIREMENT

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	143	91.08	12743	92.23
MENTIONED	14	8.92	1073	7.77
T O T A L	157	100.00	13816	100.00

FIELD 6910 MANDATORY RETIREMENT/EXTENSIONS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	122	77.71	7841	56.75
MANDATORY-EXTENSIONS MENTIONED	16	10.19	4453	32.23
-EXTENSIONS NOT MENTIONED	19	12.10	1522	11.02
T O T A L	157	100.00	13816	100.00

FIELD 6920 **EMPLOYER'S CONTRIBUTION TO DENTAL PLAN PREMIUM**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	89	56.69	7230	52.33
50%	10	6.37	411	2.97
51-99%	7	4.46	218	1.58
100%	11	7.01	1730	12.52
FLAT RATE	27	17.20	1656	11.99
PLAN MENTIONED, DETAILS NOT SPECIFIED	11	7.01	2172	15.72
OTHER	2	1.27	399	2.89
T O T A L	157	100.00	13816	100.00

FIELD 6960 **OPTICAL OR PRESCRIPTION DRUG PLAN**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	139	88.54	13039	94.38
OPTICAL CARE	13	8.28	658	4.76
PRESCRIPTION DRUG PLAN	2	1.27	28	.20
BOTH	3	1.91	91	.66
T O T A L	157	100.00	13816	100.00

FIELD 6980 **EMPLOYEE ASSISTANCE PROGRAM (DRUG/ALCOHOL ABUSE, MENTAL ILLNESS)**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	150	95.54	13072	94.61
MENTIONED	7	4.46	744	5.39
T O T A L	157	100.00	13816	100.00

Section 14 Occupational Health and Safety

Highlights and Trends

Health and Safety Clause (fields 7500-7720)

In the 1985 sample, 91 per cent of employees have agreements which have a health and safety clause and 70 per cent have agreements which mention a joint occupational health and safety committee. Several agreements indicate that employees cannot work alone or operate equipment alone. Some have clauses which deal with toxic chemicals or substances in the work place. Clauses pertaining to visual display terminals (VDTs) are becoming more detailed and may mention:

- re-assignment for pregnant VDT operators,
- frequent rest periods,
- maximum operating time per day,
- leave without pay for annual eye examinations,
- eye examinations prior to working on a VDT,
- extra cost of eye examinations paid by the employer,
- special lenses and glasses paid by employer, and/or
- testing of VDTs on a regular basis.

Employer Supplements to Workers' Compensation Benefits (fields 7820-7840)

The percentage of employees with agreements which provide for these supplements decreased from 85 and 86 per cent in 1983 and 1984 to 75 per cent in 1985. With a few exceptions, the supplement usually yields employees 100 per cent of their normal salary from both sources. In most cases, the maximum duration of the supplement is one year. In several cases, the supplement is deducted from sick-leave credits.

Safety Apparel and/or Equipment (field 7920)

Approximately one-third of employees in the 1985 sample have agreements which mention safety apparel or equipment. This is an increase from 17 per cent in 1984 but a decrease from 53 per cent in 1983. In most cases, the apparel or equipment is supplied at no cost to the employees. Numerous agreements also provide for an annual safety-boot allowance, usually in the $50 range.

FIELD 7500 **HEALTH AND SAFETY CLAUSE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	30	19.11	1313	9.50
MENTIONED	127	80.89	12503	90.50
T O T A L	157	100.00	13816	100.00

FIELD 7520 **OCCUPATIONAL HEALTH AND SAFETY COMMITTEE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	72	45.86	4129	29.89
MENTIONED	85	54.14	9687	70.11
T O T A L	157	100.00	13816	100.00

FIELD 7720 **RIGHT TO REFUSE DANGEROUS WORK**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	131	83.44	13157	95.23
MENTIONED	26	16.56	659	4.77
T O T A L	157	100.00	13816	100.00

EMPLOYER SUPPLEMENTS TO WORKERS' COMPENSATION BENEFITS:

FIELD 7820 **(A) PERCENT EMPLOYEE RECIEVES FROM BOTH SOURCES**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	82	52.23	3410	24.68
LESS THAN 100%	3	1.91	36	.26
100%	60	38.22	8568	62.02
CANNOT DETERMINE	3	1.91	46	.33
OTHER	9	5.73	1756	12.71
T O T A L	157	100.00	13816	100.00

FIELD 7840 **(B) MAXIMUM DURATION OF SUPPLEMENT**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	84	53.50	3439	24.89
LESS THAN 26 WEEKS	8	5.10	305	2.21
26 WEEKS	7	4.46	203	1.47
27-51 WEEKS	4	2.55	46	.33
52 WEEKS	23	14.65	8060	58.34
MORE THAN 52 WEEKS	6	3.82	270	1.95
WHOLLY OR PARTLY CHARGED AGAINST SICK-LEAVE CREDITS	3	1.91	197	1.43
FOR DURATION OF DISABILITY OR COMPENSATION	10	6.37	1054	7.63
MENTIONED BUT NOT SPECIFIED	10	6.37	216	1.56
OTHER	2	1.27	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 7920 **SAFETY APPAREL AND/OR EQUIPMENT**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	96	61.15	9624	69.66
SUPPLIED AT NO COST TO EMPLOYEE	37	23.57	3333	24.12
MONETARY ALLOWANCE FOR PURCHASE &/OR REPLACEMENT	6	3.82	196	1.42
COMBINATION	17	10.83	629	4.55
MENTIONED, COST SHARING NOT SPECIFIED	1	.64	34	.25
T O T A L	157	100.00	13816	100.00

Section 15 Leave of Absence Provisions

Highlights and Trends

Leaves of Absence (fields 8000-8440)

The percentage of employees who had provisions in their agreements for the various leaves of absence since 1981 is summarized below:

	Per cent of employees				
	1981	1982	1983	1984	1985
Paid bereavement leave					
- immediate family	90%	97%	98%	48%	98%
- travel extension	na	na	33	9	12
- other relatives or non-relatives	na	na	39	16	31
Paid compassionate leave	62	65	75	68	35
Personal leave for good reason (unpaid)	87	91	92	95	87
General union business	96	97	96	98	97
- negotiations	NA	61	41	28	26
Paid jury duty	61	69	68	57	89
Education leave	46	64	58	51	51
Adoption leave	21	47	65	65	55
Paternity leave	3	8	40	64	51
Maternity leave	72	75	89	91	87

Paid Bereavement Leave (fields 8000-8010)

Virtually all employees in the 1985 study (98%) have access to paid bereavement leave. Three days paid leave for bereavement or serious illness in the immediate family is the norm although four or five days is becoming more popular. In some cases, more leave is available for a spouse or a child. Numerous agreements now include common-law relationships and in some cases this is defined. Typically, the amount of paid leave available for funeral leave for other relatives or non-relatives is one-half or one day. Approximately one-third of employees have access to this leave.

Paid Compassionate Leave (field 8020)

Although 58 per cent of employees have agreements which mention this leave, only 35 per cent have paid leave and the remaining 23 per cent have unpaid leave. In most cases, the paid leave is deducted from sick-leave credits. The usual allowable reasons are related to household or domestic emergencies, including moving, and occasionally absences from work due to inclement weather or poor travelling conditions.

Leave of Absence for General Union Business (field 8080)

Almost all employees (97% in 1985) have agreements which provide for this leave. General union business usually includes regular union meetings, conferences, conventions, and daily union business, but excludes leave for negotiating agreements (see field 8100), leave for full-time position with the union (field 8090), and grievance-committee leave (field 2060). In almost all cases, general union business leave is unpaid although occasionally the leave is paid by the employer with reimbursement from the union. Some establishments, particularly establishments with shift workers, allow workers time off to attend regular monthly union meetings, usually with a time maximum of one hour. A few agreements allow union members paid leave to act as observers on employee-selection panels. Many agreements now include restrictions on the amount of union leave available and/or the maximum number of employees allowed leave in a certain period or at one time. (See field 8120).

Leave for Negotiating (field 8100)

The percentage of employees who have agreements which provide for this leave has been declining since 1982. About one-quarter of employees in the 1985 sample have agreements which provide for leave for negotiating/bargaining agreements compared to 61 per cent in 1982. Most of these leaves are paid, some with restrictions on the amount paid or number of employees involved. (See field 8120.) In a few cases, leave is paid to the third-party involvement stage. Beyond that point, the leave is unpaid.

Restrictions on Union Leave (field 8120)

Almost two-thirds of employees in the 1985 sample have agreements which place restrictions on the amount of union leave available and/or the number of employees eligible for this leave over a specified period of time or at any one time. In most cases, the restriction is related to leave for general union business. Examples of these restrictions are:

- Fifty paid days available annually for union leave.
- Only one employee from the same location, no more than two employees in any year, no more than two leaves of absences in any year, maximum seven days at one time, maximum 14 days in any year.
- Maximum three paid days per employee for three members of the negotiating committee.
- Only five employees will receive leave of absence for negotiating. Maximum committee total paid by the employer is 240 hours.
- Maximum three employees eligible for negotiating pay.
- Maximum 10 paid hours for each of two members on the negotiating committee.

Paid Adoption/Paternity/Marriage Leave (field 8180)

Thirteen per cent of employees in the 1985 sample have agreements which provide for at least one of these paid leaves. In some cases, this leave is deducted from sick-leave credits. The most common is paid paternity leave, usually one to three days. Paid adoption leave is usually one or two days and three days is usually available for paid marriage leave. (See field 8240 for paid maternity leave.)

Unpaid Adoption Leave (field 8200)

Of the 55 per cent of employees with agreements in the 1985 sample which mention this leave, 71 per cent are eligible for unpaid leave in excess of the legislated requirement of six weeks, a decrease from 91 per cent in the 1984 study. Three or six-month unpaid adoption leaves are also popular provisions. A few agreements provide for accumulation of seniority while on adoption leave.

Unpaid Paternity Leave (field 8220)

The percentage of employees with agreements with unpaid paternity leave clauses which provide for leave in excess of the legislated requirement of six weeks decreased drastically to only four per cent in 1985 compared to 61 and 71 per cent in 1983 and 1984. These leaves usually range between three to six months. A few agreements state that seniority accumulates during these leaves.

Maternity Leave (fields 8240-8340)

Of the agreements with clauses specifying a service requirement for maternity leave, the percentage of employees covered by agreements which provided for a service requirement which was less than the legislated 12 months decreased drastically from 93 per cent in 1984 to 36 per cent in 1985. The drastic change may be due to the reduced sample size. For example, an agreement covering a large number of employees would skew the percentage distribution in their favour.

	Percent of employees	
	Service requirement	
	Less than 12 months	12 months
1981	12%	88%
1982	21	79
1983	70	30
1984	93	7
1985	36	64

The duration of maternity leaves is often 26 weeks. Only 21 per cent of employees in 1985 are restricted to the legislated requirement of 18 weeks.

	Percent of employees	
	Maximum duration	
	18 - 25 weeks	26 weeks
1981	28%	71%
1982	27	70
1983	17	82
1984	26	74
1985	39	61

In many cases, extensions are available for medical complications. Of the employees who have agreements which mention seniority rights during maternity leave, 66 per cent may accumulate seniority while on leave, an increase from 43 per cent in 1983 and 30 per cent in 1984.

A few agreements provide for paid or partly paid maternity leave. Some examples are:

- Payment made from accumulated sick-leave credits at employee's option after 15 weeks on UIC coverage.

- Ninety-five per cent of salary, maximum $1,400 for first two weeks of maternity leave.

- Employees receive six weeks pay when returning from maternity leave.

A few agreements state that substitute work for pregnant employees is provided if the employee is unable to perform her regular duties provided it does not affect the rights of other employees.

Paid Witness/Jury Duty Leave (field 8400)

Almost all employees (89%) have agreements in the 1985 sample which provided for this leave, a considerable increase from 57% in 1984. In most cases there is no restriction on the amount paid. Some agreements state that the amount paid excludes payment for meals, travelling and other expenses. Most employees are required to turn over their jury pay to the employer to qualify for this paid leave. A few agreements indicate maximums which the employer will pay per day or per year.

Personal Health-Care Leave (field 8420)

Personal health-care leave clauses in agreements are becoming more popular. In the 1985 sample, one-third of employees have agreements which provide for this leave, a slight increase from 27 per cent in 1984. Most clauses contain restrictions on the amount of leave paid with the norm being 16 to 24 hours per year. The leave is generally not deducted from sick-leave credits unless the time off exceeds four hours on any occasion. A few agreements limit the number of visits annually or time used per occasion. There is usually no carry over of unused leave into the next year.

Other Leaves of Absence (field 8440)

Education Leave

Approximately half of the employees in the 1985 sample have agreements which provide for educational leave. These are longer-term leaves, usually for full-time attendance at a post-secondary educational institution. In most cases, the course must be job-related and the amount of reinbursement, if any, usually depends on how job-related the course is and whether the course is completed successfully. A few agreements state that employees who are wholly or partly funded must provide equivalent service to the employer on return otherwise they are required to repay with interest on a pro-rata basis. Usually, there is a service requirement of one to three years before employees become eligible for this leave. In most cases, senior employees have preference. Most agreements mention the employee's reinstatement rights on return.

Other Leaves of Absence

Other leaves of absence encountered in the 1985 sample study include:

- pre-retirement (preparation) leave;
- leave for court appearance or incarceration;
- leave to process Canadian citizenship applications;
- unpaid, long-service leave every two to four years;
- up to two years unpaid child-care leave; and
- extended-vacation leave.

FIELD 8000 PAID LEAVE ON BEREAVEMENT OR SERIOUS ILLNESS, IMMEDIATE FAMILY

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	11	7.01	308	2.23
LESS THAN 3 DAYS	3	1.91	194	1.40
3 DAYS	92	58.60	6006	43.47
4 DAYS	2	1.27	105	.76
5 DAYS	21	13.38	2018	14.61
MORE THAN 5 DAYS	4	2.55	506	3.66
DEPENDS ON RELATIONSHIP OR CIRCUMSTANCES	13	8.28	283	2.05
INDEFINITE OR NOT SPECIFIED	10	6.37	4358	31.54
OTHER	1	.64	38	.28
T O T A L	157	100.00	13816	100.00

FIELD 8005 PAID BEREAVEMENT LEAVE EXTENSION FOR TRAVEL

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	119	75.80	12104	87.61
1 DAY	8	5.10	688	4.98
2 DAYS	9	5.73	358	2.59
3 DAYS	3	1.91	26	.19
MORE THAN 3 DAYS	2	1.27	181	1.31
INDEFINITE OR DEPENDS ON CIRCUMSTANCES	12	7.64	390	2.82
EXTENSION IS UNPAID	3	1.91	31	.22
OTHER	1	.64	38	.28
T O T A L	157	100.00	13816	100.00

FIELD 8010 **PAID BEREAVEMENT/FUNERAL LEAVE FOR OTHER RELATIVES, NON-RELATIVES**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	97	61.78	8815	63.80
1/2 DAY	9	5.73	1426	10.32
1 DAY	31	19.75	2602	18.83
MORE THAN 1 DAY	2	1.27	24	.17
INDEFINITE OR DEPENDS ON CIRCUMSTANCES	4	2.55	139	1.01
CANNOT DETERMINE	1	.64	13	.09
LEAVE IS UNPAID	11	7.01	726	5.25
OTHER	2	1.27	71	.51
T O T A L	157	100.00	13816	100.00

FIELD 8020 **PAID COMPASSIONATE LEAVE (OTHER THAN BEREAVEMENT)**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	106	67.52	5854	42.37
DEDUCTED FROM SICK-LEAVE CREDITS	16	10.19	3654	26.45
AVAILABLE, DEDUCTION FROM SICK LEAVE NOT MENTIONED	16	10.19	787	5.70
DEDUCTION FROM SICK-LEAVE DEPENDS ON CIRCUMSTANCES	4	2.55	199	1.44
MENTIONED BUT NOT SPECIFIED	7	4.46	195	1.41
LEAVE IS UNPAID	7	4.46	3120	22.58
OTHER	1	.64	7	.05
T O T A L	157	100.00	13816	100.00

FIELD 8040 **PERSONAL LEAVE OF ABSENCE (UNPAID) ON GOOD REASON**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	35	22.29	1766	12.78
6 MONTHS OR LESS	39	24.84	1790	12.96
1 YEAR	6	3.82	1854	13.42
MORE THAN 1 YEAR	1	.64	49	.35
NOT SPECIFIED OR INDEFINITE	75	47.77	8295	60.04
OTHER	1	.64	62	.45
T O T A L	157	100.00	13816	100.00

FIELD 8080 **LEAVE OF ABSENCE FOR GENERAL UNION BUSINESS**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	18	11.46	469	3.39
PAID BY EMPLOYER	5	3.18	90	.65
PAID, UNION REIMBURSEMENT	14	8.92	3207	23.21
UNPAID	111	70.70	9469	68.54
CANNOT DETERMINE	5	3.18	461	3.34
OTHER	4	2.55	120	.87
T O T A L	157	100.00	13816	100.00

FIELD 8090 **LEAVE OF ABSENCE FOR FULL-TIME POSITION WITH UNION**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	69	43.95	3913	28.32
1 YEAR	25	15.92	2650	19.18
MORE THAN 1 YEAR OR EXTENSION AVAILABLE	34	21.66	4295	31.09
NOT SPECIFIED	8	5.10	1394	10.09
OTHER	21	13.38	1564	11.32
T O T A L	157	100.00	13816	100.00

FIELD 8100 **LEAVE OF ABSENCE FOR NEGOTIATIONS**

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	100	63.69	10164	73.57
PAID BY EMPLOYER	50	31.85	3412	24.70
PAID, UNION REIMBURSEMENT	1	.64	10	.07
UNPAID	2	1.27	20	.14
CANNOT DETERMINE	1	.64	169	1.22
OTHER	3	1.91	41	.30
T O T A L	157	100.00	13816	100.00

FIELD 8120 **RESTRICTION ON AMOUNT OF UNION LEAVE &/OR NUMBER OF EMPLOYEES**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	48	30.57	5081	36.78
FOR GENERAL UNION BUSINESS	82	52.23	6173	44.68
FOR NEGOTIATIONS	8	5.10	1359	9.84
BOTH	19	12.10	1203	8.71
T O T A L	157	100.00	13816	100.00

FIELD 8180 **PAID ADOPTION/PATERNITY/ MARRIAGE LEAVE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	145	92.36	12082	87.45
ADOPTION	1	.64	6	.04
PATERNITY	5	3.18	1233	8.92
MARRIAGE	2	1.27	32	.23
1&2	4	2.55	463	3.35
T O T A L	157	100.00	13816	100.00

FIELD 8200 **ADOPTION LEAVE(UNPAID)**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	102	64.97	6170	44.66
6 WEEKS (LEGISLATION)	25	15.92	2118	15.33
MORE THAN 6 WEEKS	28	17.83	5370	38.87
OTHER	2	1.27	158	1.14
T O T A L	157	100.00	13816	100.00

FIELD 8220 **PATERNITY LEAVE (UNPAID)**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	117	74.52	6807	49.27
LESS THAN 6 WEEKS	1	.64	29	.21
6 WEEKS (LEGISLATION)	35	22.29	6760	48.93
MORE THAN 6 WEEKS	4	2.55	220	1.59
T O T A L	157	100.00	13816	100.00

MATERNITY LEAVE (UNPAID)

FIELD 8240 (A) ELIGIBILITY (SERVICE REQUIREMENT)

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	61	38.85	1807	13.08
LESS THAN 6 MONTHS	8	5.10	378	2.74
6 MONTHS	7	4.46	366	2.65
7-11 MONTHS	6	3.82	670	4.85
12 MONTHS	22	14.01	2513	18.19
STATES 'ACCORDING TO LABOUR STANDARDS'	25	15.92	1208	8.74
MENTIONED BUT NOT SPECIFIED	21	13.38	3325	24.07
OTHER	7	4.46	3549	25.69
T O T A L	157	100.00	13816	100.00

FIELD 8260 (B) MAXIMUM DURATION OF LEAVE

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	56	35.67	1633	11.82
18 WEEKS	24	15.29	2417	17.49
19-25 WEEKS	11	7.01	1959	14.18
26 WEEKS	38	24.20	6970	50.45
MORE THAN 26 WEEKS	3	1.91	87	.63
STATES 'ACCORDING TO LABOUR STANDARDS'	21	13.38	618	4.47
MENTIONED BUT NOT SPECIFIED	4	2.55	132	.96
T O T A L	157	100.00	13816	100.00

FIELD 8280 (C) EXTENSION AVAILABLE

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	105	66.88	4622	33.45
MENTIONED	52	33.12	9194	66.55
T O T A L	157	100.00	13816	100.00

FIELD 8340 **(D) SENIORITY DURING LEAVE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	59	37.58	1825	13.21
SENIORITY RETAINED	43	27.39	3729	26.99
SENIORITY ACCUMULATED	18	11.46	7115	51.50
SENIORITY ACCUMULATED UP TO A CERTAIN PERIOD THEN RETAINED	2	1.27	30	.22
STATES 'ACCORDING TO LABOUR STANDARDS'	19	12.10	409	2.96
MENTIONED BUT NOT SPECIFIED	16	10.19	708	5.12
T O T A L	157	100.00	13816	100.00

FIELD 8400 **PAID WITNESS/JURY DUTY LEAVE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	32	20.38	1505	10.89
MENTIONED-NO RESTRICTIONS	97	61.78	10088	73.02
-RESTRICTIONS (IE. TIME OR AMOUNT PAID)	28	17.83	2223	16.09
T O T A L	157	100.00	13816	100.00

FIELD 8420 **PAID PERSONAL HEALTH-CARE LEAVE**

	AGREEMENTS NO.	%	EMPLOYEES NO.	%
NOT MENTIONED	132	84.08	9285	67.20
MAXIMUM HOURS ANNUALLY:				
LESS THAN 8 HOURS	1	.64	6	.04
8-12 HOURS	1	.64	9	.07
MORE THAN 12 HOURS	14	8.92	4180	30.25
MAXIMUM NOT SPECIFIED	6	3.82	178	1.29
OTHER	3	1.91	158	1.14
T O T A L	157	100.00	13816	100.00

FIELD 8440 OTHER LEAVES OF ABSENCE

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	71	45.22	2243	16.23
EDUCATION LEAVE	24	15.29	1404	10.16
PUBLIC OFFICE LEAVE (RUN FOR OR HOLD)	13	8.28	482	3.49
OTHER LEAVES NOT REPORTED ELSEWHERE	18	11.46	2333	16.89
1&2	4	2.55	3152	22.81
1&3	5	3.18	544	3.94
2&3	9	5.73	1738	12.58
1,2,&3	13	8.28	1920	13.90
T O T A L	157	100.00	13816	100.00

Section 16 Miscellaneous Provisions

Highlights and Trends

Equal Pay, Affirmative Action, Sexual Harrassment (field 9400)

The trend discrepancies, particularly for these provisions in 1984 and 1985, may be due to the reduced sample size. For example, an agreement covering a large number of employees would skew the percentage distribution in their favour.

Equal Pay

The percentage of employees covered by agreements which include an equal-pay clause decreased from 33 per cent in 1983, 42 per cent in 1984, to 23 per cent in the 1985 sample. In all cases, equal pay for equal work is provided regardless of sex. A few agreements also provide for equal pay regardless of age. Several agreements define equal work as work requiring similar skill, effort and responsibility and performed under similar working conditions. A few agreements provide for equal pay for work of equal value or equal worth.

Affirmative Action

Five agreements covering 19 per cent of employees mention affirmative action in the 1985 sample. This compares to 53 per cent of employees in 1984, 30 per cent in 1983 and 19 per cent in 1982. The clauses encountered in 1985 are brief and generally state only that the parties would jointly formulate and implement a program or that a joint committee would be formed to make recommendations.

Sexual Harrassment

Only three agreements covering less than one per cent of employees have a sexual-harassment clause in the 1985 study, a significant decrease from 41 per cent of employees in 1984 and a slight decrease from 5 per cent in 1983.

Upgrading, Training, Apprenticeship (field 9420)

This field includes on-the-job training and short-term, on or off-premises courses usually supported by the employer and directly job related. Eighty per cent of the employees in the 1985 sample have agreements which provided for some form of upgrading and training, and ten agreements have provisions related to apprenticeship. In some cases, training for higher paying positions is based on seniority, merit and ability.

Other Miscellaneous Provisions

Other provisions of current interest encountered in the 1985 sample not reported elsewhere include the following:

- Only two agreements have job-sharing clauses.

- At least four agreements state that retroactive pay applies only to employees still employed on the signing date of the agreement.

- Several establishments provide parking with plug-ins; a few charge a nominal fee for plug-ins.

- There are at least three agreements which restrict smoking to designated areas.

- At least two agreements have lengthy clauses which relate to final-offer selection. This method is used in lieu of strikes or lockouts when the parties reach an impasse in negotiations.

Proration of Benefits for Part-time Employees (field 9460)

Not surprisingly, three-quarters of employees in the 1985 sample have agreements which provide for proration of some or all benefits for part-time employees, a substantial increase from previous years.

	Percent of employees
1982	49%
1983	55
1984	56
1985	75

Although provisions related to part-time employees are becoming more lengthy and detailed, it is often difficult to determine how many or which benefits are prorated. The provisions often vary depending on type of part-time employee, ie. temporary, casual, student, etc.

In most cases, part-time employees are laid off before permanent or probationary employees. There are often restrictions on the length of temporary or casual appointments and limits on the ratio of part-time employees to permanent employees. Many clauses state that part-time employees cannot be used to reduce the hours of full-time employees and/or they cannot be hired to fill a position which can be filled by a permanent employee. In some cases, part-time positions are reclassified to full-time positions if the hours of a part-time position exceed a certain minimum in a specified period of time.

The participation of part-time employees in health and welfare plans is sometimes optional. In a few cases, they are compensated in lieu.

Most agreements provide for a minimum call-out, usually four hours, often less for students.

Part-time employees are generally eligible for overtime payments after regular full-time hours although occasionally they are eligible after their regular scheduled hours.

Some part-time employees are eligible for regular increments, usually based on minimum hours worked. Some have access to unpaid vacation leave in addition to vacation pay.

Probationary periods and the seniority rights of part-time employees are usually based on hours worked. The payment or non-payment of union dues by part-time employees is rarely mentioned in agreements.

FIELD 9120 REOPENER CLAUSE

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	120	76.43	8977	64.98
RELATES TO: WAGES &/OR PREMIUMS	1	.64	21	.15
JOB CLASSSIFICATIONS & RATES OF PAY	15	9.55	2108	15.26
HOURS OF WORK	1	.64	169	1.22
TECHNOLOGICAL CHANGE	2	1.27	41	.30
GENERAL PROVISIONS	8	5.10	1248	9.03
COMBINATION	7	4.46	694	5.02
OTHER	3	1.91	558	4.04
T O T A L	157	100.00	13816	100.00

FIELD 9220 CLOTHING AND/OR UNIFORMS

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	66	42.04	2554	18.49
SUPPLIED AT: NO COST TO EMPLOYEE	68	43.31	8715	63.08
SOME COST TO EMPLOYEE	11	7.01	521	3.77
MONETARY ALLOWANCE	4	2.55	79	.57
SUPPLIED AND MONETARY ALLOWANCE	7	4.46	1933	13.99
MENTIONED, COST SHARING CANNOT BE DETERMINED	1	.64	14	.10
T O T A L	157	100.00	13816	100.00

FIELD 9240 DRYCLEANING/LAUNDERING

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	113	71.97	7745	56.06
NO COST TO EMPLOYEE	27	17.20	5632	40.76
SOME COST TO THE EMPLOYEE	5	3.18	82	.59
TOTAL COST TO EMPLOYEE	9	5.73	289	2.09
FLAT ALLOWANCE	2	1.27	34	.25
MENTIONED BUT NOT SPECIFIED	1	.64	34	.25
T O T A L	157	100.00	13816	100.00

FIELD 9300 SUBSISTENCE ALLOWANCE

	AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED	131	83.44	9851	71.30
MEALS	2	1.27	236	1.71
LODGING	1	.64	10	.07
BOTH MEALS AND LODGING	11	7.01	284	2.06
MEALS, LODGING AND INCIDENTAL EXPENSES	8	5.10	1407	10.18
MENTIONED BUT NOT SPECIFIED	4	2.55	2028	14.68
T O T A L	157	100.00	13816	100.00

FIELD 9360 TRAVEL ALLOWANCE (PRIVATE VEHICLE)

		AGREEMENTS NO.	AGREEMENTS %	EMPLOYEES NO.	EMPLOYEES %
NOT MENTIONED		113	71.97	5503	39.83
CENTS PER MILE:	CENTS PER KM:				
20-24	9.4-15.5	4	2.55	61	.44
25-29	15.6-18.6	14	8.92	3066	22.19
30-34	18.7-21.7	4	2.55	1295	9.37
35-39	21.8-24.9	4	2.55	165	1.19
FLAT AMOUNT		7	4.46	1671	12.09
COMBINATION		3	1.91	1203	8.71
MENTIONED BUT NOT SPECIFIED		7	4.46	803	5.81
OTHER		1	.64	49	.35
T O T A L		157	100.00	13816	100.00

FIELD 9380 OTHER ALLOWANCES

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	137	87.26	10004	72.41
TOOLS/ALLOWANCE	18	11.46	3761	27.22
NORTHERN (ISOLATION) ALLOWANCE	1	.64	25	.18
TRAVEL ALLOWANCE, COMPANY VEHICLE	1	.64	26	.19
T O T A L	157	100.00	13816	100.00

FIELD 9400 EQUAL PAY, AFFIRMATIVE ACTION, SEXUAL HARASSMENT

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	119	75.80	9330	67.53
EQUAL PAY FOR SIMILAR WORK OR WORK OF EQUAL VALUE	31	19.75	1677	12.14
AFFIRMATIVE ACTION	1	.64	1157	8.37
SEXUAL HARASSMENT	1	.64	49	.35
1&2	3	1.91	1562	11.31
1&3	1	.64	8	.06
2&3	1	.64	33	.24
T O T A L	157	100.00	13816	100.00

FIELD 9420 UPGRADING, TRAINING, APPRENTICESHIP

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	103	65.61	3978	28.79
ON-THE-JOB OR OFF-PREMISES UPGRADING, TRAINING	44	28.03	7987	57.81
APPRENTICESHIP PROVISIONS	3	1.91	178	1.29
BOTH	7	4.46	1673	12.11
T O T A L	157	100.00	13816	100.00

FIELD 9440 **UNION/MANAGEMENT COMMITTEE**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	126	80.25	8312	60.16
MENTIONED	31	19.75	5504	39.84
T O T A L	157	100.00	13816	100.00

FIELD 9460 **PRORATION OF BENEFITS FOR PART-TIME EMPLOYEES**

	AGREEMENTS		EMPLOYEES	
	NO.	%	NO.	%
NOT MENTIONED	66	42.04	3367	24.37
MENTIONED	89	56.69	10428	75.48
PART-TIME EXCLUDED FROM SCOPE	2	1.27	21	.15
T O T A L	157	100.00	13816	100.00

Appendix A

Definitions

Field

0100 Management rights clause: Sets forth the rights reserved to the employer. These rights may be stated in broad general terms or they may be listed specifically. Residual rights clauses provide that rights not specifically modified, abridged, delegated or curtailed in the agreement are reserved to the employer, or they emphasize that the listing of specific rights shall not be deemed to exclude other rights not enumerated.

0120 Type of shop: In a union shop, all bargaining unit employees must become union members within a specified period of time after they are employed as a condition of retaining their employment.

In a modified union shop, employees who are not union members at the time the agreement comes into force are not required to be members; however, new employees must join the union. Maintenance of membership for those already members may or may not be mentioned. A modified union shop with Rand Formula checkoff is a shop where non-union employees are required to pay union dues. (See 0140 below).

0140 Check-off: A system for deducting union dues and assessments from pay cheques and remitting them to the union. Voluntary check-off implies that employees must authorize this in writing.

Compulsory (Rand Formula): A plan developed by Judge Rand which requires non-union employees in the bargaining unit to pay the union a sum equal to union fees as a condition of continuing employment.

0160 Hot cargoes: Material shipped from a plant on strike.

0180 No-strike/no-lockout clause: Prevents a work stoppage by either the union or the employer during the term of an agreement or occasionally while negotiating a subsequent agreement.

1020-1100 Seniority: A term used to designate an employee's status, relative to other employees, for determining the order of layoff, recall, promotion, vacation, etc. In most cases, seniority is based on length of service.

1070 Bumping rights: Also referred to as displacing. On layoff, senior employees may have the right to displace junior employees if they are able and qualified to do the work.

Field

1520-1550 Layoff or termination notice: The minimum required notice or pay in lieu under The Labour Standards Act after three months' continuous employment is one week. The amount of notice or pay in lieu then varies according to length of service from two weeks if one year of service to eight weeks if 10 years or more.

1600 Alternate employment: The employer agrees to provide suitable alternate employment for workers who are unable to perform their normal duties due to advancing age, illness or handicap. In most cases, these employees cannot displace an employee with more seniority.

1660 Contracting out: Refers to an employer contracting out work normally done by members of the bargaining unit. In most cases, contracting out is prohibited or restricted.

2020 Initial presentation: Refers to the first time a grievance is presented to management, not the employee's initial discussion with the steward.

2100 Arbitration: The parties to a dispute agree to be bound by the decision of a third party which may be a single arbitrator or a board.

2640-2650 Compressed work-week (banking): Regular daily hours are lengthened according to a set schedule and the extra time banked allows for earned time off during a specified period, eg. work nine days in two weeks with the 10th day off (5-4), etc.

2660 Flextime schedule: A system where workers have some freedom in deciding when they start and finish daily work providing they fulfill a minimum daily attendance requirement. They are usually required to be present during certain 'core' hours.

3000-3065 Overtime pay: According to The Labour Standards Act, the minimum overtime payable for work in excess of eight hours per day or 40 hours per week is time and one-half with some exceptions.

3500,3520 Shift differential: Additional compensation for working undesirable or inconvenient work schedules.

3540 Pyramiding: More than one payment for the same hours.

3560,3580 Higher service pay: Compensation for temporarily doing the work of a higher paid position.

4020 Non-legislated holidays: The nine legislated holidays are New Year's Day, Good Friday, Victoria Day, Canada Day, Saskatchewan Day, Labour Day, Thanksgiving Day, Rememberance Day and Christmas Day.

Field

4500-4600 Vacation: According to **The Labour Standards Act**, all employees with at least one year of service are entitled to three weeks' vacation or pay (3/52). After 10 years' service they are eligible for four weeks' vacation or pay (4/52).

4760 Supplementary vacation/vacation bonus: Refers to supplementary vacation days or vacation pay for long-service, pre-retirement, winter vacation, etc. May be annual, at regular intervals, or once in a lifetime. Includes vacation pay which exceeds the minimum two per cent per week.

4770 Displaced or deferred vacation: If an employee qualifies for sick leave, bereavement or any other approved leave of absence during his/her period of vacation, the displaced vacation days are rescheduled.

5000 Reporting pay: Minimum pay guaranteed to a worker who reports for work as scheduled and finds no work available or less work than can be done in the specified guaranteed period.

5020 Call-back guarantee: Minimum number of hours guaranteed to workers who are called back or called out to work outside of regular scheduled hours.

5120-5180 Severance pay: A payment made upon permanent separation of the employee from the company as a result of retirement, termination or permanent layoff. Payment is usually based on years of service or unused sick-leave credits.

5500-5660 Cost of living allowance (COLA): Refers to payments to employees which are intended to reflect changes in the cost of living index and are calculated according to a specific formula and usually at stated time intervals during the life of the collective agreement.

5640 Type of adjustment: A floating COLA does not become part of the wages specified in the agreement but remains a separate hourly payment. A total fold-in means that the wage rates in the contracts are permanently changed by the COLA. A partial fold-in occurs when a portion of the COLA is folded into the regular rates or when the COLA remains separate but is paid for more than just regular hours, eg. overtime, shift differentials, vacation pay or welfare benefits.

5660 Triggered formula: A formula which does not come into effect until the CPI changes by a certain specified minimum amount.

6000-6080 Technological change: As defined by **The Trade Union Act**, a technological change is the introduction of equipment, material or a work procedure not previously used in the workplace or the removal by an employer of part or all of the work, undertaking or business. The Act provides for 90 days' notice to the union if a significant number of employees are affected and for collective bargaining to commence.

Field

6060 Employment security: Refers to wage or employment guarantees such as no reduction in hours or earnings or a graduated reduction in earnings.

6540 Annual sick leave: The number of days of paid sick leave credited each year as opposed to the number of days which can be used. Accumulation is usually on a monthly basis.

6570 Sick leave bank: Employees contribute days into the bank (usually one day annually), matched by the employer, to be used by any employee whose credits are exhausted.

6600 Extended medical benefits plans: Refers to health insurance plans (except those that are coded specifically) over and above the basic provincial medical and hospitalization plan. May include contributions or reimbursement for SHSP/MCIC premiums and such plans as chiropractic, chiropody, GMS, MSI and Blue Cross, etc. Optical, drug and dental plans are analyzed separately.

6620 Health and welfare plan: May consist of a number of separately financed plans or a number of distinct plans financed jointly ("single fund"), or just one plan such as a life insurance plan.

6680,6700 Accidental death and disability plan: Covers the employee for death or disability due to an accident.

6720-6780 Long-term disability/income continuance plan: Provides a long-term income guarantee to employees who may be disabled permanently or for a long period of time.

6800-6840 Sickness and accident weekly indemnity: Mid-range protection for employees suffering sickness or disability for periods of time which would fall in between a short-term, sick-leave plan and a long-term disability plan.

6910 Mandatory retirement/extensions: Refers to a compulsory retirement age and employment extensions beyond that age.

7520 Occupational health and safety committee: The Saskatchewan Occupational Health and Safety Act provides for mandatory joint committees in establishments with 10 or more employees.

7720 Right to refuse dangerous work: Employees have this right under The Saskatchewan Occupational Health and Safety Act.

7820,7840 Workers' Compensation supplements: The employer supplements Workers' Compensation benefits, usually to full pay for employees injured on the job.

Field

8000,8005 Paid bereavement leave: The Labour Standards Act provides for five days' unpaid leave for bereavement in the immediate family if the employee has at least three consecutive months' service. Serious illness is often included.

8200,8220 Unpaid adoption and paternity leave: The Labour Standards Act provides for 6 weeks' unpaid leave after 12 months' service.

8240-8340 Maternity leave: The Labour Standards Act provides for 18 weeks' unpaid leave after 12 months' service. The employee must give four weeks' notice to start leave and two weeks' notice to return from leave and has reinstatement rights with seniority retained.

8420 Personal health-care leave: Leave for doctor/dentist appointments etc.

9220,9240 Clothing, uniforms, cleaning: According to The Labour Standards Act, employers in certain establishments who require their employees to wear uniforms or special clothing must provide them free of charge and absorb the cost of cleaning and repair. Excludes safety equipment and apparel.

9400 Equal pay: A policy of equal pay for similar work regardless of sex or other worker characteristics not related to ability or performance. Equal pay for equal work regardless of sex is provided for in The Labour Standards Act.

Affirmative Action Program: A program to increase the representation and advancement opportunities of women, native persons and/or handicapped persons in the workplace.

9420 Upgrading, training, apprenticeship: Includes employer support of courses taken at employee initiative.

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